



***netball***  
NEW SOUTH WALES

# Netball NSW

## Marie Little OAM Shield Officials Policy

Adopted by New South Wales Netball Association Ltd at its Board Meeting held on 2 April 2019

Next Reviewed: 1 December 2019

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## **1 Marie Little Shield OAM Shield Appointments Panel**

### **1.1 Selection Criteria**

The Appointment Panel will be determined by Netball NSW and be made up of the

- Participation Manager
- Coach Development Manager
- An Independent Coach that holds at least an advance level coaching accreditation

The Participation Coordinator - Community Engagement will act as the Convenor for this panel.

### **1.2 Duties**

The Panel will be responsible for shortlisting, interviewing and appointing all Team Officials for the NSW Marie Little OAM Shield. These Roles are:

- Head Coach
- Assistant Coach
- Manager
- Apprentice Coach (focusing on training partners)

## **2 Marie Little OAM Shield Head Coach**

### **2.1 Selection Criteria**

- Current financial member of Netball NSW
- Netball Australia Intermediate Coaching Course Accreditation, as a minimum.
- Understands and role models the Netball NSW values.
- Able to build trust and respect.
- Effective leadership skills, can lead and delegate appropriate responsibility to the Assistant Coach, able to lead the team and team management demonstrating a high level of interpersonal and communication skills.
- Positive, confident and decisive.
- Highly developed planning and organisational skills.
- Can establish the team vision, values and performance culture and standards that fit within the goals of the Netball NSW Marie Little OAM Shield program.
- Demonstrated talent identification and selecting ability.
- Demonstrated commitment to their professional development as a coach.
- Experience working with Athletes with Intellectual Disabilities (Desirable)
- Understands and complies with the relevant Netball NSW policies and processes.
- Ability to meet the duties, attendance and report requirements as per this policy.
- Can establish and maintain positive working relationships with, and is accessible to key stakeholders including the Assistant Coach, Manager, relevant Netball NSW staff, and other team personnel.
- Ensures that players and management understand the importance of ensuring all NSW representatives are considered role models, and that the brand and profile of the players, management, Team and Netball NSW are portrayed positively at all times.

## 2.2 Duties

- Marie Little OAM Shield Head Coach will participate as a member of the selection panel.
- Marie Little OAM Shield Head Coach will also assist with selecting the remaining Team Staff.
- Liaise with the Participation Coordinator - Community Engagement and the Assistant Coach, to prepare the team campaign plan, including the program for player development and team preparation.
- With the assistance of the Management Team personnel, prepare and coach the NSW Marie Little OAM Shield Team at Marie Little OAM Shield Tournament
- Be willing and open to advice, feedback and support from the Assistant Coach to ensure the skills and attributes of the Assistant Coach are maximised.
- Liaise with the Team Manager regarding training requirements and all logistics associated with Marie Little OAM Shield Tournament
- Liaise with the Participation Coordinator - Community Engagement regarding injuries, budget queries and any discipline issues.
- In consultation with the Assistant Coach, Team Manager and the Participation Coordinator - Community Engagement, provide the names of the Captain and Vice-Captain to Netball NSW at least one (1) month prior to travelling to Marie Little OAM Shield Tournament

## 2.3 Attendance Requirements

- Meetings as determined by Participation Coordinator - Community Engagement
- Any professional development opportunities as agreed with the Participation Coordinator - Community Engagement. (E.g. Coaches Forum, conferences).
- Selection trials as per the Marie Little OAM Shield Selection Policy.
- Team induction.
- All squad/team training and education sessions.
- Marie Little OAM Shield Tournament
- Be available on at least two (2) occasions to deliver coach education activities. These are to be mutually agreed to in consultation with the Participation Coordinator - Community Engagement.

## 2.4 Reports

The Head Coach will be required to submit the following reports:

- Campaign Plan – including the training program and schedule.
- Campaign Review report to be submitted within fourteen (14) days after Marie Little OAM Shield. The report will reference the Campaign Plan and will include a review of the:
  - Selection process
  - Program
  - Player and Team preparation and performance
  - Organisation
  - Administration
  - Communication
- The Head Coach and Assistant Coach will work together to submit Individual reports on each player, their on and off court performance and potential to progress

## 2.5 Appointment Process

- Marie Little OAM Shield Coaching role will be advertised and appointed prior to the trials of NSW Marie Little OAM Shield Team, and also prior to the appointment of other team officials
- Interviews will be conducted for the Head Coach by the Appointment Panel
- The term of the appointment may be either one (1) to two (2) years as determined by Netball NSW.
- In the case where the Head Coach withdraws more than eight (8) weeks from the commencement of the Marie Little OAM Shield Tournament, a full application and appointment process may apply to select a suitable successor.
- Where the Head Coach withdraws within eight (8) weeks from the commencement of the Marie Little OAM Shield Tournament, the Assistant Coach may be appointed to the position of Head Coach.

## 3 Marie Little OAM Shield Assistant Coach

### 3.1 Selection Criteria

- Current financial member of Netball NSW
- As a minimum, hold the Development Coaching Accreditation, preference may be given to those applicants that have commenced their or hold a higher Coaching Accreditation.
- Complementary skills and experience with the Head Coach.
- Understands and role models the Netball NSW values.
- Able to build trust and respect.
- Effective leadership skills, demonstrating a high level of interpersonal and communication skills.
- Positive and confident to voice own views.
- Highly developed planning and organisational skills.
- Supports the establishment of the team vision, values and performance culture and standards that fit within the goals of the Netball NSW Marie Little OAM Shield program.
- Demonstrated commitment to their professional development as a coach.
- Experience working with Athletes with Intellectual Disabilities (Desirable)
- Understands and complies with the relevant Netball NSW policies and processes.
- Can establish and maintain positive working relationships with key stakeholders including the Head Coach, Netball NSW Staff and other management team personnel.
- Can work with the Head Coach to ensure that players understand they are considered role models, and that the brand and profile of the players, management, Team and Netball NSW are portrayed positively at all times.
- Ability to meet the duties, attendance and report requirements as per this policy.

### 3.2 Duties

- Work with the Head Coach and the Participation Coordinator - Community Engagement to prepare the team campaign plan, including the program for player development and team preparation.
- Support the Head Coach to prepare the Team for Marie Little OAM Shield Tournament.
- Be willing, honest and open in providing advice, feedback and support to the Head Coach and carry out agreed duties

### 3.3 Attendance Requirements

- Meetings as determined by the Participation Coordinator - Community Engagement.
- Any professional development opportunities as agreed with the Participation Coordinator - Community Engagement (e.g. Coaches Forum, conferences).
- Selection trials as agreed with the Head Coach and Participation Coordinator - Community Engagement
- Team induction.
- All squad/team training and education sessions.
- Marie Little OAM Shield Tournament
- Be available on at least one (1) occasion to deliver coach education activities. These are to be mutually agreed to in consultation with the Participation Coordinator - Community Engagement

### 3.4 Reports

- The Assistant Coach will be required to support the Head Coach to submit the Campaign Plan – including the training program and schedule.
- Campaign Review report to be submitted within fourteen (14) days after Marie Little OAM Shield. The report will reference the Campaign Plan and will include a review of the:
  - Selection process
  - Program
  - Player and Team preparation and performance
  - Organisation
  - Administration
  - Communication
- The Head and Assistant Coach will work together to submit individual reports on each player, their on and off court performance and potential to progress.

### 3.5 Appointment Process

- Assistant Coaching role will be advertised. Appointments will be made following the appointment of the Head Coach.
- Interviews will be conducted for the Assistant Coach by the Appointment Panel including the Head Coach.
- The term of the appointment may be either one (1) to two (2) years as determined by Netball NSW.
- In the case where the Assistant Coach withdraws more than eight (8) weeks from the commencement of the Marie Little OAM Shield Tournament, a full application and appointment process may apply to select a suitable successor.
- Where the Assistant Coach withdraws within eight (8) weeks from commencement of the Marie Little OAM Shield Tournament, there may be no further appointment to the position.

## 4 Marie Little OAM Shield Manager

### 4.1 Selection Criteria

- Current financial member of Netball NSW.
- Relevant experience including a minimum two (2) years' experience of Team Management
- Up to date understanding and application of performance nutrition.
- Understands and role models the Netball NSW values.
- Able to build trust and respect.
- Effective leadership skills, demonstrating a high level of interpersonal and communication skills.
- High level of organisation skills and meticulous attention to detail.
- Understanding of risk management best practice.
- Demonstrated commitment to their professional development
- Experience working with Athletes with Intellectual Disabilities (Desirable)
- Understands and complies with the relevant Netball NSW policies and processes.
- Can establish and maintain positive working relationships with, and is accessible to key stakeholders including the Head and Assistant Coaches, other team management personnel and other Netball NSW staff and host personnel.
- Ensures that all NSW representatives understand they are considered role models, and that the brand and profile of the players, management, Team and Netball NSW are portrayed positively at all times.
- Ability to meet the duties, attendance and report requirements as per this policy.
- Computer literate: able to use word and preferably excel
- Experience in working with Bench officials (desirable) and game day procedures or willingness to learn.

### 4.2 Duties

- Manage the day to day organisation of the team on all logistical matters and within allocated budget.
- Liaise with the Participation Coordinator - Community Engagement on all logistics concerning their team, communicating in a timely manner to all Netball NSW communication.
- Liaise with the Participation Coordinator - Community Engagement on the budget and ensure prior approval from the Participation Coordinator - Community Engagement for any unbudgeted expense.
- Liaise with the Participation Coordinator - Community Engagement to organise the distribution of uniforms to players and officials.
- Ensure players and officials are clothed in appropriate team wear at training sessions, when on tour, on match night and when interviewed by the media.
- Take responsibility for the conduct, well-being and appearance of all NSW representatives within their party.
- Ensure the environment is prepared at all training sessions and trial games.
- In the event of injury or illness of a team member, support the medical personnel to arrange any necessary treatment.
- Research all local resources at each venue, including medical facilities.

- Take responsibility in conjunction with the Medical Personnel for ensuring all players have access to appropriate food and fluids and are following performance nutrition best practice. Reporting any concerns to the Head Coach.
- Responsible for all directions received from Netball Australia personnel while on tour.
- Ensure processes are in place so all members of the team are aware of the program and where they are required to be at all times while together as a team.
- Attend training sessions as required, and any event in which the team is participating.
- Organise and control bench and match protocol at all home and away matches.
- Where necessary, provide a link between the team (players and coaching staff), administration and Netball NSW.
- Report any disciplinary matters immediately to the Participation Coordinator - Community Engagement and work with Netball NSW delegated personnel in dealing with any discipline issues.
- Submit monthly itemised account of expenditure, including any expense claims and with all accompanying receipts to the Participation Coordinator - Community Engagement. Final claims should be submitted within 14 days of the conclusion of the Marie Little OAM Shield Tournament.
- Be responsible for returning to Netball NSW, in good order and condition, all State property within fourteen (14) days of final team commitment.

#### **4.3 Attendance Requirements**

- Meetings as determined by the Participation Coordinator - Community Engagement
- All selection trials.
- Induction.
- Team training and education sessions as required.
- Marie Little OAM Shield Tournament

#### **4.4 Reports**

- Managers will be required to submit a report within fourteen (14) days after National Championships that includes a review of the campaign and program with recommendations on:
  - Team preparation – general.
  - Nationals – travel, accommodation, uniform.
  - Organisation.
  - Administration.
  - Communication.

#### **4.5 Appointment Process**

- Team Manager Role will be advertised. Appointments will be made following the appointment of the Head Coach.
- Interviews will be conducted for all Team Manager roles by the Appointment Panel which will include the Head Coach.
- The term of the appointment may be either one (1) to two (2) years as determined by Netball NSW.
- In the case where the Team Manager withdraws greater than eight (8) weeks from commencement of the Marie Little OAM Shield Tournament a full nomination and appointment process will apply to select a suitable successor.



- Where the Team Manager withdraws within eight (8) weeks from commencement of the Marie Little OAM Shield Tournament, the following options may be applied:
  - A full nomination and appointment process may apply; or
  - The Appointments Panel may consider the remaining applicants to determine a suitable replacement; or
  - Failing to determine a suitable replacement, the Appointments Panel may at their discretion, make an approach to a Premier League/Metro League Manager/ State Manager or previously appointed Marie Little OAM Shield Manager

## **5 Marie Little OAM Shield Apprentice Coach (Focusing on Training Partners)**

### **5.1 Selection Criteria**

- Current financial member of Netball NSW
- As a minimum, hold the Development Coaching Accreditation, preference may be given to those applicants that have commenced their or hold a higher Coaching Accreditation.
- Complementary skills and experience with the Head Coach.
- Understands and role models the Netball NSW values.
- Able to build trust and respect.
- Effective leadership skills, demonstrating a high level of interpersonal and communication skills.
- Positive and confident to voice own views.
- Highly developed planning and organisational skills.
- Supports the establishment of the team vision, values and performance culture and standards that fit within the goals of the Netball NSW Marie Little OAM Shield program.
- Demonstrated commitment to their professional development as a coach.
- Experience working with Athletes with Intellectual Disabilities (Desirable)
- Understands and complies with the relevant Netball NSW policies and processes.
- Can establish and maintain positive working relationships with key stakeholders including the Head Coach, Assistant Coach, Netball NSW Staff and other management team personnel.
- Can work with the Head Coach to ensure that Training Partners understand they are also considered role models, and that the brand and profile of the players, management, team, partners and Netball NSW are portrayed positively at all times.
- Ability to meet the duties, attendance and report requirements as per this policy.

### **5.2 Duties**

- Work with the Head Coach and the Participation Coordinator - Community Engagement to prepare the training partner's campaign plan, including the program for player development.
- Support and Coach the Training Partners to be upskilled and challenge the Team in their preparation for the Marie Little OAM Shield Tournament.
- Be willing, honest and open in providing advice, feedback and support to the Head Coach and carry out agreed duties

### **5.3 Attendance Requirements**

- Meetings as determined by the Participation Coordinator - Community Engagement.
- Any professional development opportunities as agreed with the Participation Coordinator - Community Engagement (e.g. Coaches Forum, conferences).
- Team induction.
- All Training partner training and education sessions.
- Be available on at least one (1) occasion to deliver coach education activities. These are to be mutually agreed to in consultation with the Participation Coordinator - Community Engagement
- **Note:** This role does not travel to the Marie Little OAM Shield Tournament

#### 5.4 Reports

- Individual report on each Training Partner, their on and off court performance and potential to progress

#### 5.5 Appointment Process

- Apprentice Coach Role will be advertised. Appointments will be made following the appointment of the Head Coach.
- Interviews will be conducted for all Apprentice Coach roles by the Appointment Panel
- The term of the appointment may be either one (1) to two (2) years as determined by Netball NSW.
- In the case where the Apprentice Coach withdraws more than eight (8) weeks from the commencement of the Marie Little OAM Shield Tournament, a full application and appointment process may apply to select a suitable successor.
- Where the Apprentice Coach withdraws within eight (8) weeks from commencement of the Marie Little OAM Shield Tournament, there may be no further appointment to the position.