

## COACH SELECTION & APPOINTMENT POLICY

<b>Approving authority</b>	Baseball Queensland Board of Management
<b>Approval date</b>	10 05 2023
<b>Next scheduled review</b>	2025
<b>Relevant policies</b>	Conflict of Interest
<b>Related documents</b>	Pathway Programs Coach Selection Guideline

### 1) PURPOSE

The purpose of this policy is to ensure that the appointment of all coaches to the Baseball Queensland (BQ) Performance Pathway Program, and any other BQ programs, is undertaken in a fair, equitable and transparent manner.

### 2) APPOINTMENT PHILOSOPHY

Coaches within the BQ Pathway Programs will be appointed to:

- a) provide a pathway for BQ coaches;
- b) identify and support coaches to transition into Head Coaching roles within BQ Pathway Programs;
- c) enhance individual athlete development;
- d) achieve success at National Championships and other sanctioned events.

### 3) COACHING ROLES AND APPOINTMENT CRITERIA

- a) Coaching roles will include:
  - i) Head Coach
  - ii) Assistant Coach
  - iii) Pitching Coach
  - iv) Executive Officer
  - v) any additional coaching roles as determined by BQ, including Program Coaches.
- b) All coaching staff within the BQ Performance Pathway Programs and any other Baseball Queensland programs are required to:
  - i) be a current registered financial member with BQ;
  - ii) hold a positive notice to work with young people from the Commission for Children and Young People (Blue Card/Exemption Card);
  - iii) not be restricted from coaching with BQ or Baseball Australia (BA);
  - iv) be able to execute in good faith, any BA and/or BQ Codes of Conduct and/or Member Protection Policy documents; and
  - v) disclose any criminal conviction (National Police Check).
- c) Essential appointment criteria for coaches of BQ Performance Pathway Programs are as follows:
  - i) Head Coach;
    - (1) Hold a current USA Baseball Level C Coaching Certification;

- (2) Have a minimum of two years' recent (within the last 4 years) experience as a Head Coach at a state, regional or higher level or as an Assistant Coach at a state or higher level.
  - ii) Assistant Coach and Pitching Coach;
    - (1) Willingness to attain a USA Baseball Level B Baseball Coaching Certification.
  - iii) Program Coach;
    - (1) Current USA Baseball Coaching Certification.
  - d) Essential appointment criteria for coaches in BQ Emerging Athlete Programs are as follows:
    - i) Willingness to attain a USA Baseball Level B Baseball Coaching Certification.
  - e) Additional appointment criteria, as specified in the Coach Selection Guideline, will be used when assessing applicants. Desirable Criteria will weigh heavily in favour of applicants who comply. Beneficial Selection Criteria will be considered, when necessary, in making final selection decisions.
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#### **4) TERMS OF APPOINTMENT**

- a) Head Coaches will be appointed for a 1-year period with the option of one (1) additional 1-year extension, following performance review.
  - b) Assistant Coaches, Pitching Coaches, Executive Officers and Program Coaches will be appointed for a 1-year period.
  - c) Coaches whose terms of appointment have expired are welcome to reapply for coaching positions.
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#### **5) APPOINTMENT DECISIONS**

- a) Head coach selection and appointment decisions (including extension of appointments) will be made through panel deliberations. The Coach Appointment Panel will be comprised of the Performance Pathway Manager (PPM) (Chair), BQ Chief Executive Officer (CEO) (or delegate), and an additional member, appointed by the CEO, with appropriate qualifications to assess applications and performance.
- b) Assistant Coach, Pitching Coach and Executive Officer selections and appointment decisions will be made through panel deliberations. The panel will be comprised of the BQ PPM (Chairperson), BQ CEO (or their delegate), and the Head Coach of the relevant team.
- c) BQ has the right to leave positions vacant if there are insufficient applications or if it is considered that current applicants are not suitable for the role. In the case of this situation and at the discretion of BQ either;
  - i) the vacant position/s will be readvertised;
  - ii) BQ will directly appoint a coach to fill the position/s..In either situation, BQ will follow the process as outlined above;
- d) In the event of a coaching position becoming vacant after an appointment, BQ may directly appoint a coach to the vacancy without re-advertising. In the first instance, applicants originally unsuccessful with the appointment will be considered. If there are no applicants, or if the unsuccessful applicants are not considered appointable, BQ will directly appoint a coach to the role. The principles of selection and appointment outlined above will be followed.
- e) Appointment decisions are made by the Coach Appointment Panel.
- f) In the event that the PPM is unavailable to chair the selection panel, the CEO will chair the selection panel and will appoint another panel member in place of the PPM, who has appropriate qualifications to assess applications and performance.
- g) Coach Appointment Panel decisions are to be presented to the Board in writing for ratification prior to being made public via Baseball Queensland media sites. Ratification by the Board pertains to the eligibility of the candidate for the position, and confirmation that this policy and the Pathway Programs Coach Selection Guideline have been followed. Ratification does not involve assessment of the quality of applicants.

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## 6) COACHING EVALUATION AND DEVELOPMENT

The PPM will undertake regular evaluation of coaching performance and will implement development opportunities as appropriate.

Formal coaching performance review will occur annually, within 8 weeks of conclusion of the relevant National Championships.

## 7) DEVELOPMENT, REVIEW AND APPROVAL HISTORY

Version No	Developed/ Modified by	Content authorised by	Approving Officer	Date of Effect	Last Reviewed
1	Andrew Utting/ Andrea Marshall/ Shayne Watson	Board of Management	Board of Management	10/05/2023	