



GLENROY

CALISTHENICS CLUB

COACH RECRUITMENT & SELECTION PROCESS

Glenroy CC is committed to a fair, consistent and professional recruitment and selection process for the appointment of its coaches. Our objective is to appoint suitably skilled, motivated & competent volunteers and support them to be quality coaches.

1. RECRUITMENT

1. An advertisement for Expressions of Interest for the following will be placed on the club website and other communication channels on (Insert Date), Applications will close on (insert date).
2. The number of coaches required will depend ultimately on the number of registrations for each section and are at the discretion of the club. Historically, this is one head coach per section per a team and at least one assistant coach.

2. SELECTION PANEL

1. Applicants will be processed by the Coach Selection Panel. This panel consists of (identify who shall sit on selection committee)
2. The Selection Panel make recommendations to the committee for agreement.

3. APPLICATION PROCESS

1. **2020 Coaches wishing to re-apply** - Applications must be made on the official 'RETURNING COACH Application Form' obtainable from and forwarded to the club administrator.
2. **New Applicants** - All other prospective coaches must apply on the official 'NEW COACH Application Form' which can be downloaded from the website and forwarded to the club administrator.

4. INTERVIEW PROCESS

1. All applicants will be screened by the panel. Either face-to-face or phone discussions may be held with coaches who are re-applying. It is expected that interviews will take place in (insert month).

5. SELECTION CRITERIA

1. All coaches applying for head coach of any section must hold a level 1 accreditation with the VCCA. Assistants can be cadets with VCCA.
2. All applicants must hold a current Working with Children Check Card and First Aid Certificate.
3. An applicant does not have to have an affiliation with the club and the club welcome coaches from other areas to apply.
4. Consideration will be given to the applicant's knowledge, experience, skills and communication skills in relation to the age group they are applying to coach and for calisthenic coaching generally.
5. As a general guide, the panel & committee will take into consideration the number of consecutive years that an applicant may have already coached at a club, age section or within a grading section.

6. APPOINTMENT

1. Successful candidates for each coaching position will be notified via phone & email. Applicants will be expected to respond in writing via email.
2. Unsuccessful candidates will be notified via phone & email once the successful candidate has accepted the offer and terms of appointment.
3. It is envisaged that appointments will be made by (insert month)

7. TENURE & TERMS OF APPOINTMENT

1. Coaches are appointed for one (1) year tenure from the date of appointment and terminate on the completion of the club concert/presentation day.
2. It is a requirement that all successful applicants sign a coaching contract agreement which outlines the responsibilities and expectations. Specifically, coaches will be asked to sign their agreement to upholding the Coaches Code of Conduct and will be required to attend classes, competitions, coaches meetings, camp and relevant club events.