



# **SACBCI High Performance Support Staff Selection Guideline**

August 2018

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## **1 Introduction**

- 1.1 The aim of the selection guideline is to ensure required standards are met in the selection and appointment of high performance support staff. This guideline aims to make the selection criteria and process transparent.

## **2 Scope**

- 2.1 This Guideline is applicable to high performance support staff being considered for appointment to SA Country Basketball programs.
  - 2.2 This Guideline deals with all aspects of selection of high performance support staff, including but not limited to:
    - 2.2.1 SA Country State Team Managers;
    - 2.2.2 SA State Performance Program Team Managers;
    - 2.2.3 SA Country State Performance Program Team Group Managers.
- Please refer to Appendix 1 for the High Performance Support Staff Structure for all of the above positions.

## **3 Terms of appointment**

- 3.1 SA Country Basketball will only select and appoint high performance support staff that meet the following:
  - 3.1.1 A valid DCSI clearance, evidence or advice must be included in the manager's application indicating the clearance is completed or pending;
  - 3.1.2 The essential criteria for the respective position in the first instance;
  - 3.1.3 The highly desirable criteria if applicable will be weighted heavily in favour of applicants that apply;
  - 3.1.4 The desirable criteria if applicable will be considered, when necessary, in making the final selection decision.

## **4 Focus of the State Performance Program (SPP)**

- 4.1 The SA Country State Performance Program is a junior high performance and development program with a specific focus on preparing athletes and coaches for the Australian Junior Championships (U16 and U18) and National team representation.
- 4.2 The State Performance Program (SPP) incorporates State Team athletes, coaches and team managers, competing in the Australian Junior Championships, coaches and team managers are required to provide guidance and/or coaching to the selected athletes.
- 4.3 The U14 and U15 SPP teams will compete in the Australian Junior Country Basketball Cup (AJCBC) or Southern Cross Challenge (SCC).

## **5 Junior high performance program philosophy**

- 5.1 **Athlete centred**, athletes are the main focus of the program;

- 5.2 **Coach delivered**, by the SPP and State Team Coaches and managed by the High Performance Manager (HPM) and the High Performance Player and Coach Development Officer (HP PCDO);
  - 5.2.1 Coaches are responsible for the provision of the high performance program, including the technical aspects of the game, within a framework and curriculum provided by SA Country.
- 5.3 The program is **administratively supported** by SA Country and Team Managers;
- 5.4 **Performance based**, athlete and coach selection is based on the ability to meet the respective selection criteria.

## 6 Team Manager, State Team

- 6.1 The Team Manager of the State Team is required to lead in the provision of logistical support and guidance to their assigned State Team, in consultation with the State High Performance Manager (HPM), the High Performance Player and Coach Development Officer (HP PCDO) and Executive Officer. The Team manager will be required to liaise closely with the State Team Head Coach.
- 6.2 The Team Manager will be a positive role model for SA Country and will be appointed for one year (1), with a review to be undertaken periodically and at the conclusion of the appointment.
- 6.3 Essential selection criteria:
  - 6.3.1 A commitment to attending the respective training and competition schedule;
  - 6.3.2 Work collaboratively with SA Country;
  - 6.3.3 Act in a manner that reflects the terms and conditions of appointment as an SA Team Manager;
  - 6.3.4 Demonstrate good organisational skills;
  - 6.3.5 Demonstrate good interpersonal communication skills;
  - 6.3.6 Comply with SA Country code of conduct;
  - 6.3.7 Current and valid DCSI clearance;
- 6.4 Highly desirable selection criteria:
  - 6.4.1 Experience in a team management capacity at Australian Junior Championships;
  - 6.4.2 Experience in a team management capacity at the Australian Junior Country Cup or Southern Cross Challenge;
  - 6.4.3 A demonstrated understanding of the challenges players will experience at a National Championship;

## 7 Team Manager, SPP Team

- 7.1 The Team manager of an SPP Team will be required to lead in the provision of logistical support and guidance to their assigned SPP Team, in consultation with the HPM and HP PCDO and Executive Officer. The appointed person will also need to liaise closely with the relevant State Team Head Coach (Under 16's and 18's) and the SPP Team Head Coach (Under 14's, 15's, 16's and 18's).

- 7.2 The Team Manager will be a positive role model for SA Country and will be appointed for one year (1), with a review to be undertaken periodically and at the conclusion of the appointment.
- 7.3 Essential selection criteria:
- 7.3.1 A commitment to attending the respective training and competition schedule;
  - 7.3.2 Work collaboratively with SA Country;
  - 7.3.3 Act in a manner that reflects the terms and conditions of appointment as an SA Team Manager;
  - 7.3.4 Demonstrate good organisational skills;
  - 7.3.5 Demonstrate good interpersonal communication skills;
  - 7.3.6 Comply with SA Country code of conduct;
  - 7.3.7 Current and valid DCSI clearance;
  - 7.3.8 Highly Desirable Criteria**
  - 7.3.9 Experience in a team management capacity at the Australian Junior Country Cup or Southern Cross Challenge;
  - 7.3.10 A demonstrated commitment to volunteering in a team management role for SA Country in the future.

## **8 Group Manager, SPP**

- 8.1 Group Managers in the SPP will be required to provide logistical support, guidance, and leadership for all the teams that fall within their group (under 14, 16 and 18 Boys or Under 14, 16, and 18 Girls), reporting to the HPM, HP PCDO and Executive Officer (EO).
- 8.2 The Group Manager will be a positive role model for SA Country and will be appointed for one year (1), with a review to be undertaken periodically and at the conclusion of the appointment.
- 8.3 Essential selection criteria:
- 8.3.1 A commitment to attending the respective training and competition schedule;
  - 8.3.2 Work collaboratively with SA Country;
  - 8.3.3 Act in a manner that reflects the terms and conditions of appointment as an SA Team Manager;
  - 8.3.4 Demonstrate good organisational skills;
  - 8.3.5 Demonstrate good interpersonal communication skills;
  - 8.3.6 Comply with SA Country code of conduct;
  - 8.3.7 Demonstrate great leadership skills;
  - 8.3.8 Current and valid DCSI clearance;
  - 8.3.9 Experience as a team management at an Australian Junior Country Cup.

## **9 Conditions of appointment**

- 9.1 Support Staff are required to meet the following conditions on appointment to a State Team and/or SPP program:
- 9.1.1 Comply with Junior High Performance Program philosophy;
  - 9.1.2 Always provide your best effort as a representative of SA Country to ensure each athlete has the opportunity to realise their potential;
  - 9.1.3 Aspire to continuously improve Basketball in the country regions of SA;
  - 9.1.4 Dress appropriately in accordance with the requirements by SA Country;
  - 9.1.5 Refrain from making or issuing statements of an inappropriate nature either publicly and on all mediums, that may cause SA Country reputational damage;
  - 9.1.6 Discuss a grievance with the individual and/or organisation amicably, if the matter cannot be resolved escalate it to the HPM and/or HP PCDO;
  - 9.1.7 Report any matter of concern to the HPM and/or the HP PCDO in a timely manner;
  - 9.1.8 Comply with SA Country policies and procedures;
  - 9.1.9 Attend a minimum of 50 % of all State Team training, trial and/or game unless prior permission has been secured in writing by the HPM and/or HP PCDO;
  - 9.1.10 Attend two (2) of the six (6) SPP trainings and trial unless prior permission has been secured in writing by the HPM and/or HP PCDO;
- 9.2 Team Support Staff are subject to the standard disciplinary process in the event of a failure to comply with the conditions of appointment. Serious breaches may lead to the immediate termination of engagement. SA Country reserves the right to terminate a Support Staff appointment with immediate effect.

## **10 Selection and appointment of Support Staff**

- 10.1 State Team and SPP Support Staff will be appointed in accordance with the Support Staff Application Process set out in Appendix 2;
- 10.2 State Team and SPP Support Staff will be appointed for a period of one (1) year, with periodic reviews and an annual review on completion of the term;
- 10.3 SA Country reserves the right not to make an appointment to any position where it is determined there is not a suitable applicant or in exceptional circumstances;
- 10.4 If a member of the appointed Support Staff withdraws or resigns, SA Country reserves the right to either immediately appoint a replacement or re-open applications;
- 10.5 A member of the Support Staff that applied for a position in the program may be offered a position within the program outside of their original preference at the discretion of SA Country Basketball.
- 10.6 Any member of the Support Staff Selection panel who submits and application for a Team Manager appointment will be excluded from the Support Staff Selection panel for the respective manager position under consideration. In this case a suitably qualified panel member will be identified to replace the applicant on the Support Staff Selection panel for the respective Manager position under consideration.
- 10.7 Any member of the Support Staff Selection panel must declare a conflict of interest in regards to selection of Support Staff, a suitably qualified panel member will be identified to

replace the panel member that declares the conflict of interest on the Support Staff Selection panel for the respective Coaching position under consideration.

## **11 Support Staff honorarium**

- 11.1 Support Staff will be appointed on a volunteer basis, with SA Country (Travel Expenses Policy) providing an honorarium for:
  - 11.1.1 Return travel to training during preparation phase;
  - 11.1.2 Accommodation at relevant tournaments (AJCBC, SCC);
  - 11.1.3 Team apparel, a maximum rebate of \$50.
- 11.2 Support Staff will be responsible for the payment of their respective meals during the training and competition phase.

Appendix 1 SA Country Basketball High Performance Support Staff Structure

SA Country Basketball High Performance Support Staff Structure

State Team Under 16, 18

National Championships, 8 Day tournament held in April (U18) and July (U16)

U16 Boys Team  
Manager

U18 Boys Team  
Manager

U16 Girls Team  
Manager

U18 Girls Team  
Manager

State Performance Program Under 15

Southern Cross Challenge, 4 Day Tournament held in Albury each January

Boys Team  
Manager X 2

Girls Team  
Manager X 2

State Performance Program Under 14, 16, 18

Australian Junior Country Basketball Cup, 6 Day Tournament held in Albury each January

Boys Group  
Manager

Girls Group  
Manager

U14 Boys Team  
Manager X 3

U16 Boys Team  
Manager X 2

U18 Boys Team  
Manager X 2

U14 Girls Team  
Manager X 3

U16 Girls Team  
Manager X 2

U18 Girls Team  
Manager X 2



## **Appendix 2 Support Staff Application process**

### **1 Support Staff application process**

- 1.1 Applications will open 1st August annually and advertised via direct communication to SA Country Associations and on SA Country mediums;
- 1.2 The Support Staff Selection panel will consist of the Executive Officer (EO), HPM, HP PCDO;
- 1.3 Support Staff will be short listed against the selection criteria and interviewed if necessary;
- 1.4 Interviews if necessary will be conducted by the Support Staff Selection panel, either in person or by electronic medium;
- 1.5 Successful Support Staff will be offered a position and once accepted, appointments will be published on SA Country's mediums;
- 1.6 On request, unsuccessful Support Staff will be provided with feedback regarding their application;
- 1.7 Successful Support Staff must agree to comply with all terms and conditions of appointment outlined in this guideline, read, and sign and return a High Performance Support Staff Agreement.