

<p>MURDOCH UNIVERSITY VOLLEYBALL CLUB COACH SELECTION CRITERIA POLICY</p>	Version number: 1.3
	Approved by: Justine Ross (President)
	Date: 8 January 2026
	Effective date: 9 January 2026
	Next review date: 9 January 2028
	Policy owner: Murdoch University Volleyball Club

1. DEFINITIONS

1.1 In the *Murdoch University Volleyball Club (MUV) Coach Selection Policy* [the Policy], unless the contrary intention appears:

- 1.1.1 **Athletes** refers to any person who has signed the *Player Code of Conduct and Agreement* for the specific calendar year, who intends or who has competed for MUV in the Western Australian Volleyball League (WAVL), during that corresponding calendar year.
- 1.1.2 **Assistant Coach** refers to any assistant coach who acts under the advice, direction, and/or leadership of a lead coach and/or the Head Coach; who may be responsible for the training, safety and wellbeing of any specific team and/or Athlete, or who acts within a leadership position, over other Athletes, or Club members, including Junior Club Members.
- 1.1.3 **Club Member** refers to any person who is associated with MUV as an Assistant or Lead coach, paid or unpaid referee, committee member, and/or Athlete - including Athletes within the Gilmore College Junior League Teams. Spectators and supporters are not considered to be Club Members within this definition.
- 1.1.4 **Coaching Candidates** refers to any person who has expressed an interest in obtaining an assistant or lead coach, and/or the Head Coach position at MUV.
- 1.1.5 **Head Coach** refers to the Head Coach who acts in collaboration with the President and/or other Senior Committee Members; who may be responsible for the training, safety and wellbeing of any specific team and/or Athlete, or who acts within a leadership position, over other Assistant and Lead coaches, Athletes, or Club members, including junior Club Members.
- 1.1.6 **Lead Coach** refers to any Lead Coach who acts under the advice, direction, and/or leadership of the Head Coach; who may be responsible for the training, safety and wellbeing of any specific team and/or Athlete, or who acts within leadership position, over other Athletes, or Club members, including Junior Club Members.
- 1.1.7 **Level 2 Coaching Course** refers to the Level 2 Volleyball Australia Coach Accreditation, facilitated by Volleyball WA.

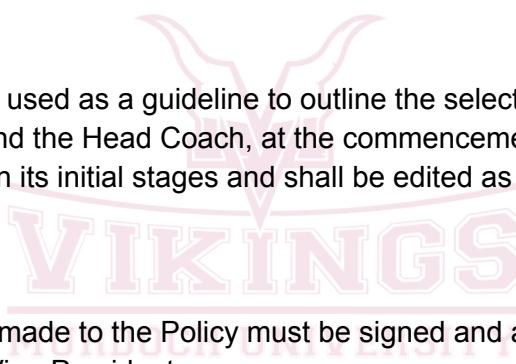
- 1.1.8 **Required Documentation** refers to the documentation outlined in the *Eligibility* requirements in Section 6.1.
- 1.1.9 **Senior Committee Members** refers to any combination of the following committee members including the President, Vice President, Secretary, Treasurer, and the Head Coach.
- 1.1.10 **Western Australian Volleyball League (WAVL) Season** refers to the season that corresponds to the calendar year in which the Coaching Candidate has expressed an interest, applied, or accepted a coaching position with MUVC.
- 1.1.11 **WAVL Divisions** refers to any Boys or Girls MUVC teams, including Gilmore College teams, which have or are intending to be entered into the WAVL competition (junior competition only), for that corresponding calendar year.
- 1.1.12 **WAVL Divisions** refers to any Mens or Ladies MUVC teams which have or are intending to be entered into the WAVL competition (adult competition only), for that corresponding calendar year.

2. COMMENCEMENT

- 2.1 The Policy will come into effect from 3 January 2023.

3. PREAMBLE

- 3.1 The Policy is to be used as a guideline to outline the selection criteria for each Assistant, Lead, and the Head Coach, at the commencement of each calendar year.
- 3.2 This Policy is still in its initial stages and shall be edited as required.



4. AMENDMENTS

- 4.1 Any amendments made to the Policy must be signed and approved by the MUVC President and/or Vice-President.
- 4.2 Any amendments made must be tracked and recorded in a separate schedule, including the date, amendment made, and reason for that amendment.

5. PURPOSE AND OBJECTIVES

- 5.1 MUVC values inclusivity, integrity, loyalty, and making the needs and wellbeing of its members its first priority.
- 5.2 MUVC aims to promote its values through the selection of assistant and lead coaches who understand and can act at all times in accordance with its priorities.
- 5.3 MUVC aims to promote its values through the selection of a Head Coach who understands and can act at all times in accordance with its priorities.
- 5.4 Wherever possible, under the guidance of the Head Coach, MUVC aims to further the development, education, and experience of its assistant and lead coaches.
- 5.5 Pursuant to its values, MUVC will favour the selection of Coaching Candidates who demonstrate an understanding of its values and priorities, who have a growth mindset and an eagerness to continue to learn how to better their coaching, and who are willing to put in the time and effort required by MUVC to coach their team effectively.

6. ADVERTISEMENT AND NOMINATION

- 6.1 If and when coaching positions become available, MUVC will endeavour to make these positions as publicly available as possible.
- 6.2 This includes but is not limited to publication of available coaching positions on MUVC's Facebook and Instagram Pages, through 360 Player, and through in-person advertising at events held by MUVC.
- 6.3 Coaching Candidates will be provided with a form to complete or will be contacted privately by a Senior Committee Member to provide a basic outline of any applicable coaching experience and accreditation/s, whether they already have WWCC or one will need to be obtained, their preferred team or division to coach, and whether they intend to compete as an Athlete for MUVC.
- 6.4 Coaching Candidates will then have a one-on-one or group meeting (face-to-face or virtually) with one or more Senior Committee Members, to ensure their understanding of MUVC's values and priorities, and the obligations and responsibilities detailed in the Policy.
- 6.5 Successful Coaching Candidates who are willing to coach a team and/or Athletes at MUVC will need to ensure that they have met the eligibility requirements outlined in section 7, before the commencement of the WAVL Season.

7. ELIGIBILITY

- 7.1 To be eligible for appointment or selection as an assistant or lead coach, and/or the Head Coach of MUVC, at the commencement of each calendar year, the Coaching Candidate must;
 - 7.1.1 Have no outstanding unmet financial obligations with MUVC from previous calendar years.
 - 7.1.2 Not be subject to any investigative or disciplinary action from MUVC, Volleyball WA, and/or be under investigation by any other authoritative or governing body, including the Australian, and/or Western Australian Police.
 - 7.1.3 Not have other outstanding coaching commitments with other volleyball clubs that will or have the potential to interfere with MUVC coaching commitments during the WAVL Season.
 - 7.1.4 If the Coaching Candidate is over the age of 18, hold or be willing to apply for a Working With Children's Check (WA) (WWCC). MUVC can assist with this process if the Coaching Candidate does not have a WWCC at the time of their application.
 - 7.1.5 Must hold a valid First Aid and CPR Certificate or be willing to obtain one. MUVC can assist with this process if the Coaching Candidate does not have these certificates at the time of their application.
 - 7.1.6 Must hold a minimum of a Level 1 Volleyball Australia Coaching Accreditation before the commencement of the WAVL Season, to act as an assistant or lead coach of any WAVL Division team/s.
 - 7.1.7 Must hold a minimum of a Level 2 Volleyball Australia Coaching Accreditation before the commencement of the WAVL Season, to act as a lead coach of any WAVL State League or State League Reserve team/s.
 - 7.1.8 Assistant coaches with a minimum of a Level 1 Volleyball Coaching Accreditation at the commencement of the WAVL Season may be present during WAVL State League

and/or State League Reserve matches, however are not permitted to act as a lead coach under any circumstances.

- 7.1.9 Ensure they understand, are willing to comply with and implement MUVC's values and priorities as outlined in section 5.1.
- 7.1.10 Ensure they understand, are willing to comply with and implement the *Coach Code of Conduct* as specified by Volleyball Western Australia, copied in Appendix A.
- 7.1.11 Demonstrate a willingness to act with honesty and integrity at all times, and be committed to upholding their coaching responsibilities for an entire WAVL Season - including any pre- and post-season commitments that may arise in the ordinary course of practice.

8. SELECTION PROCESS

- 8.1 The Senior Committee Members are responsible for selection of the best Coaching Candidate for the position of Head Coach.
 - 8.1.1 The process for approval of the Head Coach position will be conducted in accordance with Parts 3 and 4 of the *Constitution of Murdoch University Volleyball Club Incorporated*.
 - 8.1.2 In the event of a tied majority vote, the MUVC President's vote will count as two votes.
- 8.2 In collaboration with the committee, the Head Coach is responsible for determining the appropriate coaching positions for each successful Coaching Candidate.
 - 8.2.1 The Head Coach is required to take all relevant factors such as the experience, prior coaching at MUVC, the coach's commitments as an Athlete, other personal commitments, etc., when determining the suitability of assigning each assistant and lead coach to their respective teams.
- 8.3 Any Coaching Candidates who are unsuccessful, will be notified through the appropriate means, i.e., through email, phone, or social media.

9. COACH DUTIES AND RESPONSIBILITIES

9.1 Head Coach

The MUVC Head Coach shall uphold their duties and responsibilities to the best of their ability, these include but are not limited to:

- 9.1.1 Maintaining an active seat on the MUVC committee as a Senior Committee Member.
- 9.1.2 Reporting club and/or player activities to other Senior Committee Members.
- 9.1.3
- 9.1.4 Overseeing and wherever possible, providing training and development of all other MUVC coaches.
- 9.1.5
- 9.1.6 Organising and overseeing MUVC trial sessions to ensure that athletes are being selected into the appropriate teams.
- 9.1.7 Overseeing MUVC's participation in WAVL grading days to ensure the best possible outcome for the MUVC teams being graded, and to avoid MUVC teams becoming relegated.
- 9.1.8

- 9.1.9
- 9.1.10
- 9.1.11 Contacting players who have continued absences from training and/or games, who have already been contacted by their assistant and/or lead coaches on at least three or more occasions.
- 9.1.12 Creating a coaching ethos, and streamlining coaching sessions that will be followed by all other assistant and lead coaches to ensure consistency within MUVC's training programs
- 9.1.13
- 9.1.14
- 9.1.15 Approving development Athletes that have been nominated by lead coaches.
- 9.1.16 Approving the movement of players across divisions before and during the WAVL season.
- 9.1.17 Approving the movement of lead and assistant coaches across divisions before and during the WAVL season.
- 9.1.18 Approving the late entry of players who did not attend MUVC's WAVL trials.
- 9.1.19 Liaising with lead coaches in terms of any Athletes who have breached the *MUVC Player Agreement* and/or *MUVC Code of Conduct*.
- 9.1.20 Recording any strikes that have been issued by lead coaches to any Athletes, pursuant to Provision 2.3 of the *MUVC Player Agreement*, in particular, Sub-Provisions 2 and 4 of the *MUVC Code of Conduct (Schedule A)*.
- 9.1.21 Casting votes appropriately that are in line with MUVC's best interests.
- 9.1.22 Continuing to develop new and innovative ideas to promote the growth, interest in, and funding of MUVC and volleyball within the wider community.

9.2 Lead Coach



All MUVC Lead Coaches shall uphold their duties and responsibilities to the best of their ability, these include but are not limited to:

- 9.2.1 Attending all scheduled matches and training of their respective teams in a punctual manner.
 - 9.2.1.1. Finding a suitable replacement coach (in a timely manner) in the event that the coach cannot attend their scheduled match or training session.
- 9.2.2 Respecting all decisions made by the MUVC committee and in particular, the Head Coach.
- 9.2.3 Respecting all other coaches, Athletes, and club members, and fostering an environment of inclusion and belonging.
- 9.2.4 Nurturing the training and development of assistant coaches.
- 9.2.5 In collaboration with the Head Coach, selecting appropriate Athletes for the development program.
- 9.2.6 Supplying all required documentation to the MUVC committee in a timely manner.
- 9.2.7 If undertaking the Level 2 Coaching Course, tracking and completing all hours required.
- 9.2.8 Finding an appropriate coach to supervise one training session and match as required by the conditions of the Level 2 Coaching Course.

- 9.2.9 Grading and evaluating Athletes during trial sessions, and contributing in team selection discussions.
- 9.2.10 Discussing the movement of players across divisions with the Head Coach before the commencement or during the WAVL season.
- 9.2.11 Discussing the introduction of new players into teams who may not have participated in trials with the Head Coach before the commencement or during the WAVL season.
- 9.2.12 Continually creating, learning, and researching new drills, ideas, and techniques that can be taught to Athletes and shared with other assistant and lead coaches to keep training exciting and not overly repetitive.
- 9.2.13 Acting within the best interest of their teams' respective players.
- 9.2.14 Ensuring the safety of all players, particularly minors of whom a duty of care is owed.
- 9.2.15 Being attentive to the needs of their Athletes during training and alert during their matches.
- 9.2.16 Communicating first with their assistant coach, and then Head Coach if necessary, any planned or unplanned instances of absence in a timely manner, so that a replacement coach may be organised.
- 9.2.17 Acting on the advice of the Head Coach, issuing and recording any warnings or strikes for Athlete violations of Provision 2.3 of the *MUVC Player Agreement*, in particular, Sub-Provisions 2 and 4 of the *MUVC Code of Conduct (Schedule A)*.
- 9.2.18 If the lead coach is also a committee member, all votes must be cast appropriately in line with MUVC's best interests, and there must be a willingness to develop new and innovative ideas to promote the growth, interest in, and funding of MUVC and volleyball within the wider community.

9.3 Assistant Coach

All MUVC Assistant Coaches shall uphold their duties and responsibilities to the best of their ability, these include but are not limited to:

- 9.3.1 Attending all training and games of their respective teams in a punctual manner.
- 9.3.2 Respecting all decisions made by the committee, the Head Coach, and in particular, the lead coach of the team in which they are primarily acting as an assistant coach.
- 9.3.3 Respecting all other coaches, athletes, and club members, and fostering an environment of inclusion and belonging.
- 9.3.4 Supplying all required documentation to the MUVC committee in a timely manner.
- 9.3.5 If undertaking the Level 2 Coaching Course, tracking and completing all hours required.
- 9.3.6 Finding an appropriate coach to supervise one training session and match as required by the conditions of the Level 2 Coaching Course.
- 9.3.7 Grading and evaluating players during trial sessions, and contributing in team selection discussion.
- 9.3.8 Continually creating, learning, and researching new drills, ideas, and techniques that can be taught to Athletes and shared with other assistant and lead coaches to keep training exciting and not overly repetitive.
- 9.3.9 Acting within the best interest of the teams' respective players.
- 9.3.10 Ensuring the safety of all players, particularly minors of whom a duty of care is owed.
- 9.3.11 Being attentive to the needs of their Athletes during training and alert during their matches.

- 9.3.12 Communicating first with their lead coach, and then Head Coach if necessary, any planned or unplanned instances of absence in a timely manner, so that a replacement coach may be organised.
- 9.3.13 Discuss any athlete attitudes or behaviour with the lead coach that may institute violations of Provision 2.3 of the *MUVC Player Agreement*, in particular, Sub-Provisions 2 and 4 of the *MUVC Code of Conduct (Schedule A)*.
- 9.3.14 If the assistant coach is also a committee member, all votes must be cast appropriately in line with MUVC's best interests, and there must be a willingness to develop new and innovative ideas to promote the growth, interest in, and funding of MUVC and volleyball within the wider community.

10. EDUCATION AND TRAINING

- 10.1 MUVC recognises the value in ongoing education and training, and aims to provide its coaches with opportunities to gain higher levels of accreditation.
- 10.2
- 10.3 Any Coaching Candidates who intend to complete the Level 2 Coaching Course may do so at any time before or during the WAVL Season.
- 10.4 Upon successful completion of the Level 2 Coaching Course, Coaching Candidates will have their course fees reimbursed by MUVC, in accordance with section 9.5.
- 10.5 Coaching Candidates who have their Level 2 Coaching Course reimbursed by MUVC will be required to coach the next subsequent WAVL Season for MUVC.
- 10.6 Coaching Candidates who successfully complete their Level 2 Coaching Course within a WAVL Season, will be entitled to a reimbursement of their course fees (only the reimbursement is pending the coaching of an additional WAVL Season), as outlined in section 10.3.

11. ENTITLEMENTS

- 11.1 Any Lead Coach who is assigned a coaching position of any of the WAVL Divisions, will be entitled to their WAVL Season as an Athlete free of charge.
- 11.2 Any Lead coach who is assigned a coaching position of any of the WAVL Divisions, will be entitled to two thirds ($\frac{2}{3}$) of their WAVL Season as an Athlete free of charge.
- 11.3 Any Lead Coach who is assigned a coaching position of any WAVL Division and/or WAVL Division team, but who does not compete in WAVL as an Athlete for MUVC, will be entitled to a monetary or other honorarium as deemed appropriate by MUVC.
- 11.2 Any Lead Coach who is assigned a coaching position of any WAVL Division and/or WAVL Division team will be entitled to a MUVC Coaches' Polo, a coaches jacket with embroidery, a coaches clipboard, and a whistle.
 - 11.2.1 Any coach who has received these items during a previous calendar year of coaching for MUVC will not be entitled to additional polos, jackets, clipboards, and whistles, upon each successive year of coaching.
 - 11.2.2 Any additional items provided to coaches who have coached successive years for MUVC will be provided wholly at the Senior Committee's discretion.
- 11.3 Any Assistant or Lead Coach who is assigned a coaching position of any WAVL Division and/or WAVL Division team, who completes their Level 2 Coaching Course within one WAVL or WAVL Season, will be entitled to a reimbursement of their course fees as prescribed in Appendix B.

11.3.1 Any Assistant or Lead Coach who does not intend or cannot give a commitment to coach MUVC in the subsequent WAVL or WAVJL Season, but have completed their Level 2 Coaching Course during the current WAVL Season, will not be entitled to the reimbursement of their course fees.

11.3.2 If in the instance the Assistant or Lead Coach does continue in a coaching role at MUVC in the subsequent WAVL or WAVJL Season, they will be entitled to a reimbursement of their fees at the end of that subsequent year.

11.5 The WAVL Season entitlements as prescribed in sections 11.1-11.2, and/or the payment in section 11.3, is subject to the following conditions:

- 11.5.1 The Lead Coach attends all scheduled team training sessions and matches in a punctual manner.
- 11.5.2 Where there may be planned or unplanned absences, the Assistant or Lead Coaches must communicate amongst themselves and/or with the Head Coach, to find an alternative arrangement.
- 11.5.3 Any prolonged absences of one week or more, must be disclosed to the Head Coach as soon as the Assistant or Lead Coach becomes aware that such absence is to occur.
- 11.5.4 At all times, Assistant or Lead Coaches act with integrity and respect, and conduct themselves in line with MUVC's values and attitudes as stated in section 5.1.
- 11.5.5 Are not sanctioned, banned, or removed from MUVC for any reason.
- 11.5.6 Are not sanctioned or banned from participation by Volleyball WA or any other authoritative or governing body, including by the Australian and/or Western Australian Police.
- 11.5.7 The Assistant or Lead Coach must not cause embarrassment, humiliation, or cast MUVC or any of its Club Members in a negative light.
- 11.5.8 The Assistant or Lead Coach must not be the cause of any Club Member to feel unsafe, inadequate, or so undervalued that gives them cause to leave MUVC before the completion of the WAVL Season.

12. APPEALS POLICY AND PROCEDURE

12.1 If any Assistant or Lead Coach, Coaching Candidate or Senior Committee Member, including the Head Coach, wishes to appeal any of the provisions outlined in the Policy, please refer to the *MUVC Grievances and Complaints Policy and Procedures* (2023).

13. CONFIDENTIALITY AND MEMBER PROTECTION

- 13.1 The names of all Coaching Candidates are to be kept confidential between the MUVC Senior Committee Members, until the successful Coaching Candidate wishes to disclose their status.
- 13.2 The names of all unsuccessful Coaching Candidates will remain confidential between the MUVC Senior Committee Members.
- 13.3 All Coaching Candidates who are Club Members are protected by the *Murdoch University Volleyball Club - Member Protection Policy Statement* (2022), whereby any breaches of the Policy are to be reported to the Senior Committee Members within 14 days of the alleged breach.

MURDOCH UNIVERSITY VOLLEYBALL CLUB
COACH SELECTION CRITERIA POLICY

By signing, the Assistant, Lead and/or Head Coach acknowledges, understands, and agrees to uphold the duties and responsibilities listed herein to MUVCL.

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Name and Position Held

Signature

Date



APPENDIX A

Coach Code of Conduct

In addition to the General Code of Behaviour, you must meet the following requirements in regard to your conduct as a coach of Volleyball Western Australia or any affiliate club / association:

1. Place the safety and welfare of the participants above all else and ensure quality supervision and for participants at all times.
2. Be aware of and implement VWA's policies and procedures.
3. Treat all participants with respect at all times. Be honest and consistent with them.
4. Support opportunities for participation in all aspects of the sport
5. Honour all promises and commitments, both verbal and written.
6. Act with integrity and objectivity and accept responsibility for your decisions and actions. Ensure your decisions and actions contribute to a harassment-free environment.
7. Operate within the rules and spirit of volleyball, promoting fair play over winning at any cost.
8. Provide feedback to participants in a caring, sensitive manner to their needs. Avoid overly negative feedback.
9. Recognise participants' rights to consult with other coaches and advisers. Cooperate fully with other specialists.
10. Encourage and facilitate participants' independence and responsibility for their own behaviour, performance, decisions and actions.
11. Treat each participant as an individual and involve the participants in decisions that affect them. Always think of the participant's long-term best interests.
12. Determine, in consultation with participants and others, what information is confidential and respect that confidentiality.
13. Encourage a climate of mutual support among your participants. Encourage participants to respect one another and to expect respect for their worth as individuals regardless of their level of play.
14. Address unsporting behaviour.
15. At all times use appropriate training methods which in the long term will benefit the participants and avoid those which could be harmful.

16. Ensure that the tasks/training set are suitable for age, experience, ability and physical and psychological conditions of the participants. Set challenges for each participant that are achievable and motivating.
17. Respect the fact that your goal as a coach for the participant may not always be the same as that of the participant. Aim for excellence based upon realistic goals and due consideration for the participant's growth and development.
18. Be acutely aware of the power that you as a coach develop with your participants in the coaching relationship and avoid any sexual intimacy with participants that could develop as a result.
19. Avoid situations with your participants that could be construed as compromising.
20. Do not exploit any coaching relationship for personal, political, or business interests.
21. Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.
22. Be open to other people's opinions and willingness to continually learn and develop.
23. Actively discourage the use of performance enhancing drugs, the use of alcohol and tobacco and illegal substances.
24. Never participate in or advocate practices that involve match fixing.
25. Obtain appropriate qualifications and keep up-to-date with the latest coaching practices and the principles of growth and development of participants.
26. Be honest and do not allow your qualifications or coaching experience to be misrepresented.
27. Report any concerns to VWA in a timely manner.

APPENDIX B

WAFL Season	Bonus Issued/To be Issued	Requirement	Authorised by
2022	\$400.00	Completion of Level 2 Coaching Course and one WAFL Season	Justine Ross - President
2023	\$400.00 to lead coaches	Completion of Level 2 Coaching Course and one WAFL Season	Justine Ross - President
	\$200.00 to assistant coaches	Completion of Level 2 Coaching Course and one WAFL Season	
2024	\$500.00 for additional (more than one) teams coached	No bonuses are to be provided on the basis of accreditation completion. Bonuses are only to be provided on the basis of the number of teams coached	Justine Ross - President

Amendments

Date	Section amended	Reason	Authorised by
26/01/23	Title	Include relevant information	Justine Ross - President
27/02/23	11.1.1 Added	Include provision for non-Athlete coaches	Justine Ross - President
18/03/23	Section 5 onwards 4.1 Amended	Section 5 was repeated Add “and/or”, requiring either the President or Vice President sign and approve amendments	Justine Ross - President
17/01/24	1.1.11-1.1.12 Added	Added definition of WAVJL teams	Justine Ross - President
	Section 11 Amended	Deleted entitlement for Assistant Coaches, amend language to reflect new definitions	
	11.1 Amended	Change language to include entitlement for WAVL Divisions coaches only	
	11.2 Added	Insert provision for $\frac{2}{3}$ entitlement for WAVJL Divisions coaches	
	11.1.1 Deleted	Replaced by 11.3	
	11.2.1-11.2.2 Added	Clarify coaching items provided by MUVC to return coaches	
	11.3 Amended	Amended to reflect new definitions and deletion of “additional monetary bonus”	
	11.3.1 Amended	Deleted “additional monetary bonus”	
	11.4 Deleted	Deleted future entitlements	
	11.5 Amended	Amended to reflect added and amended sections	
08/01/26	6.2 Amended	Removed MUVC	Justine Ross-

		Newsletters and replaced with 360 Player	President
	10.2 Deleted	Deleted “reimbursement for Level 1 Accreditation”	
	9.1.3, 9.1.5, 9.1.8, 9.1.9, 9.1.10, 9.1.13, 9.1.14 Deleted	Irrelevant to Head Coach position	
	9.2.1.1 Added	Coach to find suitable replacement when absent	
	11.2 Amended	Name on polo removed	

