

POLICY DOCUMENT #4:2006

COACHES AND VOLUNTEERS

POLICY STATEMENT

The Committee recognises the success of the Club depends in large part on the contributions of many volunteers who serve as coaches, umpires, scorers, Committee Members and in a variety of other official and unofficial roles which are vital to the Club's operations.

GUIDING PRINCIPLES

- The Committee endorses the rights and responsibilities of volunteers as defined by the Australian Sports Commission's "Active Australia Volunteer Management Program".
- Coaches and volunteers of Club teams are not just in charge of organizing and supervising the sporting aspects of their teams; they are the public face of the Club and as representatives and ambassadors they are expected to behave at all times in a manner which brings credit to the Club.
- Coaches and volunteers also have a legal and moral duty of care to protect the safety, health and well being of their players at all times they are involved in Club activities.
- Accordingly, the Committee requires that coaches and volunteers will at all times:
 1. Promote and uphold the Club's policies and procedures.
 2. Conform with the Club's Codes of Behaviour and role model high personal standards.
 3. Ensure players are protected from harm, including harassment, bullying or other damaging or exploitative behaviours.
- The Committee will support coaches and volunteers in their responsibilities by:
 1. Giving them clear instruction as to their responsibilities and what is expected of them.
 2. Assisting them to acquire and improve their skills and understanding.
 3. Providing them with the information, infrastructure and equipment they need.
- The Committee will develop an information and orientation package for coaches and volunteers which will be given to them at the time of appointment.
- The Committee will resource the training of coaches and volunteers. In particular:
 1. The Committee will encourage all coaches to do either the Australian Cricket Board Level 1 Coaching Accreditation or the National Coach Accreditation Scheme Level 1 Coaching Principles course, and will pay the full cost for coaches undertaking an approved course.

2. The Committee will encourage all coaches of Club teams at Under 14 to do the National Coach Accreditation Scheme Level 2 Coaching Principles course, and will pay the full cost for coaches undertaking the course.
 3. The Committee will resource first aid training for coaches and co-ordinators as specified in the Club's Safety and Health Policy.
 4. The Club may pay for training of volunteers in topics such as scoring or umpiring where the Committee believes this will benefit the Club.
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- The Committee will define the standard inventory of equipment which will be provided to each coach. The coach or team manager (if one exists) will be responsible for regularly checking the equipment, including the first aid kit as specified in the Club's Safety and Health Policy, and for ensuring damaged, depleted or obsolete items are replaced.
 - The Committee will develop a suite of initiatives to ensure coaches and volunteers have access to accurate, timely and relevant information and support so they can do their jobs to the best of their ability.
 - The Committee will recognise and reward the contributions of coaches and volunteers in an appropriate manner.

DELEGATIONS AND RESPONSIBILITIES

Inclusion in this Quality Manual provides proof that the Committee has endorsed the Policy. All office bearers, Committee members, coaches, volunteers and members are responsible for ensuring the Club's endorsed policy is promoted and upheld.

RELATED CLUB POLICIES

Safety and Health (#2;2006), Competitions and Player Development (#3:2006), Codes of Behaviour (#6;2006) and Child Protection and Harassment Free Sport and (#8:2006).

RELEVANT EXTERNAL POLICIES, DOCUMENTS AND LEGISLATION

Occupational Safety and Health Act 1994
Australian Sports Commission's "Active Australia Volunteer Management Program".
Strategic Directions For WA Sport and Recreation 1999-2001.