



# **CLUB COACHES HANDBOOK**

**2019**

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## **1. INTRODUCTION**

### **1.1 Club Charter**

- To provide a safe and friendly environment for junior and youth footballers to learn the fundamentals of playing football as a member of a team.
- To develop individual skills so that teams may be competitive.
- To provide an environment where junior players enjoy playing football.

### **1.2 Club Coaching Philosophy**

To cater for the inclusion and development of all individuals whilst providing a positive team and club environment that encourages participation, learning and enjoyment by all involved.

## **2. CODE OF CONDUCT**

- To be fully aware of the club's policies and procedures and to follow them.
- To attend Club coaching meetings and AFLQ Coaching Master Class Nights.
- To be an accredited coach.

### **2.1 Expectations of Coaching Staff**

The Morningside Australian Football Club Juniors have a long and proud history in Junior Football. Through our club we endeavour to teach and support our juniors and youth not only on the football field, but also in their daily lives. To do this we need to be committed to modeling the types of behaviour and qualities we encourage. We believe them to be a sound starting point for the development of the role description and need to be considered by all coaching applicants prior to accepting a coaching role with the club.

#### **2.1.1 The Role of the Coach as a Teacher**

- The development of all players' skills, knowledge and attitudes.
- Acknowledgement that all players are unique and have their particular strengths and weaknesses, which need to be addressed (i.e. they are individuals and should be treated accordingly).
- Positively support and encourage players for their efforts helping to build self esteem

#### **2.1.2 Equity of Opportunity**

The spirit of equity is that all players have the same opportunity to develop and enjoy their football. We acknowledge that as our players move through the age groups the implementation of equity may vary. The following points will apply for season 2018.

##### **Junior**

Every effort should be made to ensure that all players have the opportunity to play as much football as possible in relation to:

- The number of games played in a season.
- The on field playing time each week. Every effort should be made to ensure each player plays at least 3 quarters per game.
- Opportunity to be involved in the game while on the field.
- Players should be rotated through differing positions to expand their knowledge of the game and positional play.

- All players **must** be on the field prior to half time and preferably by the beginning of the second quarter to ensure as close to 3 quarters of game time per player.
- In order to assist in this approach, team managers for these age groups may keep records of the interchange at the commencement of each quarter to assist coaches.

## **Youth**

- All points above except that it must be equitable over the season rather than game by game.

### **2.1.3 Professional Conduct**

- Players must always be addressed in a controlled and positive manner at all times.
- No offensive language or cultural, sexist or racist references will be tolerated.
- Coaches are not to involve themselves in negative dialogue with opposition, coaches, umpires, officials, players or spectators.
- Coaches and team managers are responsible for the conduct of their officials and players.
- Coaches are required to report in writing, to the appropriate age group coordinator, any official or spectator who they believe are behaving in a manner which may reflect badly on the Morningside Australian Football Club Juniors, as soon as possible.

## **2.2 Coaches Code of Conduct**

- Promote the Laws and Rules.
- Maximize enjoyment and development before winning.
- Group players competitively and develop their confidence. We will play a hard but fair brand of football with the ball our priority.
- Avoid the trap of overplaying talented players just to win.
- Ensure player safety and welfare as a priority – above winning.
- Remember the age of your team – keep things in perspective.
- Lead the way with respect for opponents, umpires and officials.
- Attain coaching accreditation and keep up with new ideas.
- Avoid aggressive behavior, derogatory and insulting language – set the right example.
- The consumption by coaching staff of alcohol prior to training and any match at the venue that Morningside Australian Football Club Juniors is involved in will not be tolerated.

- Communicate professionally with players' parents about their child's progress and areas that may require improvement.
- Abide by the AFL Coaches' Code of Conduct.

### **2.3 Players Code of Conduct**

- Play by the rules.
- Don't argue.
- Control your temper – you will gain real respect. Make the football your focus.
- Be a team player – teams win games, not individuals.
- Treat all players fairly – as you would like to be treated.
- Work with your coach and teammates – not against them.
- Play for enjoyment and development to improve your skills.
- Don't embarrass yourself, your coach, your parents or your team by making any remarks based on race or gender. This also includes any form of social media where comments are made. Appropriate action will be taken if players are found to have behaved in this manner.

### **2.4 Parents & Spectators Code of Conduct**

- Encourage participation but don't force it. Teach the message that it's not whether you win or lose but how you play the game – within the spirit of the game.
- Encourage an understanding of the rules by showing a genuine interest.
- Never ridicule mistakes or defeats – you will destroy confidence very quickly.
- Remember you are there to support the children's enjoyment before your own.
- Lead by example and respect all players, coaches, umpires and spectators.
- Personally recognise all volunteers who are giving their valuable time.
- Never publicly criticise umpires. Criticism of umpires provides an excuse for poor player behavior and compromised approach to the game
- Lead the way in stamping out all racial, verbal or physical abuse.
- Abstain from the use of vulgar and abusive language. It sets a very bad example for young players.
- Limit alcohol consumption when around the children. Drunken abusive parents set a very bad example for the children and reflect poorly on the club as a whole. This is a priority after the game has been completed.

### **3. PLAYER MANAGEMENT**

At the very core of our club is the maintenance of equity of opportunity to play football. This has a profound impact on the self-esteem of the child, the development of their skills, fitness and understanding of the game. To this end, three significant policies have been developed and implemented that have become mandatory.

#### **3.1 Match Day Rotation Policy**

Up to the Under 12 age group, it is mandatory for all players to play at least 3 quarters of football per week. For the older age groups it is expected that the three quarters of football will average out over the season. It is important that coaches are able to verify this, in the event of a grievance. Team managers are able to keep notes on interchange movements so that any issues raised by parents about the game time their child has had can be resolved quickly and with documented evidence.

#### **3.2 Player Selection Policy**

22 players are able to play each week. If team lists extend beyond this number, some players will be required to be rostered off each week during the season. If possible, Coaches and Team Managers should give parents and players the opportunity to advise them in advance, any times of unavailability to ensure these games missed are counted as games rostered off. It is expected that all players will be rotated equitably and all players to have one game off before starting roster again if possible. Again an accurate record of player selection is suggested, and dates when players were rostered off.

#### **Junior**

- The primary goal of playing football at these age groups is to learn to play the game.
- Winning or losing is a secondary issue to the development of children as footballers and team members. To that end the following points will apply when selecting teams.
  - When there are enough players to field more than one side in these age groups players will be divided into equally competitive teams by the two coaches and junior football coordinator at the start of the season. There is no grading of players in these age groups.
  - These two teams will remain as a group for the duration of the season unless some other eventualities dictate otherwise.

## Youth

- It is at these age groups players are partly responsible for their football.
- Players will be selected in each grade on merit, discipline and ability.
- Players may be promoted to the higher grade or demoted to the lower grade.
- The team selections will be made and any changes will be announced by the coaches as soon as possible after the last training session of that given week.
- Coaches should ensure that players are given a full and frank explanation for any selection decision that is made. Do not text or email first notification of changes.
- If the coaches deem it necessary parental consultation should also take place.
- If coaches require 'top up' players from grade below, contact is to be made to that particular coach as the first point of contact. Coaches are not to go directly to player at any time. If there are more players available than required, a rotation policy is to be initiated amongst those players willing and able to play in the higher age group so as many players as possible have the experience of playing in a higher age group.

### 3.3 Finals Selection Policy

It is generally recognised that finals football is different from the home and away games. The policy will be based on the following principles.

- An opportunity for as many players as is possible to experience finals football.
- An understanding that player selection and playing time for individual players gives the team the best possible opportunity to win.
- An understanding that the policy will provide coaches in the youth age groups a greater scope for varying playing time for individual players than in the junior age groups.
- Developing the largest pool of available, qualified players for finals needs to be managed throughout the year. Coaches' awareness of qualified players needs to be assisted by registrar/age group coordinator.

The main points of the policy are:

1. All players that are eligible for finals will be considered to be chosen for the team based on training attendance, team work and cohesion, team balance and the players form.
2. The Coach of that team will consider all of the above and they will have the final say on whether a player is chosen for the finals or not.

#### 4. CONTACTS

Coaches (Age Group)	Contact	Assistant Coach	Contact
	H: W: M: e-mail:		H: W: M: e-mail:

## **5. TEAM MANAGEMENT**

### **5.1 Club Nights**

The club will arrange nights where the whole club will get together. These nights may be more social than football orientated. Attendance and participation is encouraged.

### **5.2 Team Nights**

Individual teams can organise their own 'Team Nights' according to the coaches' plans. There are many options for these nights, ranging from 'pie nights' at the club to attending training with a higher grade. This will need to be ratified by the coach of the higher grade prior to attending session.

## **6. RESOURCES**

### **6.1 Coach Accreditation**

To coach within the AFLBJ, it is mandatory that all coaches are accredited level 1 coaches as a minimum level. As a club we endorse this policy and expect that all Assistant Coaches are also Level 1 Accredited. The club will cover all costs incurred in Level 1 accreditation.

Coaches are strongly encouraged to pursue higher levels of accreditation. The club will support coaches in this activity and assist with the expenses.

### **6.2 Professional Development of Coaches & Coach Re-Accreditation.**

To remain accredited, coaches are expected to be actively coaching, members of the Coaches Association and attend professional development evenings. The club strongly endorses this policy and meets the costs involved in these expectations.

Various seminar and forum evenings are held each year. Presentations are of a high quality and cover various areas of coaching. All coaches will have their entry to these evenings covered.

### **6.3 Training Plans**

A number of age specific training plans can be found within the Resource Library. These training plans allow for coaches to use already constructed lessons or develop their individual training plans using the templates provided. Morningside Australian Football Club Juniors also have an online training program that is accessible once confirmation of coaching position is granted.

### **6.4 Coach Meetings**

The club conducts a number of coaches meetings throughout the year. Coaches are expected to attend these meetings. The purpose of the meetings is to address issues relevant to coaching at the football club, share resources amongst the coaches and maintain a level of consistency amongst the coaches.

### **6.5 Resource Library**

The club aims to develop a resource library that allows access for all coaches to various resources such as, training manuals, Skills & Drills, Books, DVD's and training aids. On-line courses will also be sought out and added when appropriate.

## **7. APPRAISAL**

### **7.1 Evaluations**

Evaluations will be conducted on all coaches within the club as an avenue for continual improvement. These will normally be conducted at seasons end. Feedback from coaches to the Coaching Coordinator will also be sought at this time.

## **8. APPOINTMENTS**

### **8.1 Process**

The Morningside Australian Football Club Junior President will call for coaching applications with due date stated.

Elected members of Junior Football committee to process all applications with short listed applicants notified and requested to attend an interview. All unsuccessful applicants will be notified at this time.

Applications will be evaluated against specific coaching criteria. This can be accessed through contacting the Coaching Coordinator

Coaching application, presentation through interview and responses to questions during interview will form the basis of decision to select successful coach

Successful coach to be notified by Coaching Coordinator with unsuccessful applicants notified at this time.

The club intends for all youth coaching positions to be appointed prior to the end of that year and before entering the next season.

### **8.2 Procedures**

There are three positions that must be approved by the committee:

- Coach
- Assistant Coach
- Team Manager

In the event that a team needs to appoint a person to one of these positions, this persons details need to be submitted to the Coaching Coordinator of the Club prior

to an appointment being made. The coach is encouraged to appoint a team runner if that age group requires it. This appointee operates under the same policies and codes of conduct as all other club approved personnel.

### **8.3 Coaching Criteria**

The following criteria are to be met for a person to coach at Morningside Australian Football Club Juniors.

1. Current coaching accreditation to appropriate level.
2. Good communication and organizational skills.
3. Previous performance based on parent and player feedback.
4. Knowledge of the game of AFL football through personal experience.
5. Knowledge of how to access AFL specific coaching resources if not personally experienced.
6. Suitability to work with age group.
7. Be a current holder of Working with Children card. Be agreeable to successfully apply for Working with Children card if not current holder.
8. Adhere to AFLBJ and Morningside Australian Football Club Juniors Code of Conduct.
9. Adhere to Morningside Australian Football Club Junior coaching and football policies as stated in this handbook.

### **8.4 Coaching Tenure.**

Coaches shall be appointed for one year. All positions will be declared vacant at the end of each year and each coach will go through the process of being re-elected for the following season. Positions will be advertised on the club website, Facebook and Fox Sports Pulse and emailed to club contact list at end of each season for prospective coaches.

### **8.5 Resignation or Forfeiture of Coaching Position.**

In the event that a coach resigns the role during the course of the season, the position of coach becomes vacant and the process of appointing a coach will be undertaken by the Junior Club President, Coaching Coordinator and Youth Football Coordinator. The Coaching Coordinator will assist the team in finding an interim coach, normally the assistant coach, until that position has been filled.

