

HEAD COACH SELECTION & RESPONSIBILITIES

1. Introduction

Coaches, like athletes and managers, are recognized for their efforts. One such form of recognition is selection to a Saskatchewan Athletics Provincial Team Project.

Coaches are selected to Provincial Team projects to help in establishing an optimal environment conducive to best performance for all team members. Coaches are leaders and team members and integral to the efficient and professional operation of a Saskatchewan Athletics Team Project.

Saskatchewan Athletics is committed to excellence in Athletics, which includes Coaching excellence.

2. Eligibility

- Be a member in good standing with Saskatchewan Athletics
- Have demonstrated repeated commitment to:
 - a) Saskatchewan Athletics programs in a Coaching role
 - b) Provincial Club/School programs in a Coaching role
- Have completed the application form
- Individuals may apply separately for a Provincial Team project as Coach and Manager
- The Board of Directors must ratify the appointment

3. Principles & Criteria

The following principles and criteria will be used for selection of a Head Coach to Provincial Teams.

Principles

- Integrity is the foundation for all other considerations in Head Coach selection and overrides all other principles
- A Provincial Head Coach will be beyond reproach in his/her professional and personal behavior when selected to a Saskatchewan Athletics Provincial Team
- The title “Provincial Head Coach” carries with it the responsibility for integrity in all activities associated with Saskatchewan Athletics including those of the Member Clubs and other affiliated groups
- Experience includes previous appointments to Provincial Teams as well as experience at the Club/School level

Criteria

- Appropriate NCCP requirements
- Communication skills
- Administrative skills
- Knowledge of the structure of Saskatchewan Athletics
- Fiscal responsibility
- Attributes re; initiative, reliability, commitment, etc
- Composure
- Health
- Related coaching experience

4. General Responsibilities of the Head Coach

- i) ensure that the Technical Package (and current games handbook/general rules) be continually reviewed, and Chef-de-Mission advised of concerns
- ii) ensure that walkout and competitive uniform requirements are met
- iii) ensure that the team participates in all official games functions including opening and closing ceremonies, sport ceremonies, receptions and game related activities
- iv) attend all coaches/managers meetings, both prior to and during games
- v) be punctual for competitive events
- vi) meet requests of the host community, Games Society and Team Saskatchewan mission staffs where applicable
- vii) ensure that all team members comply with the rules and regulations established by the Host Community, Games Society and Team Saskatchewan, where applicable
- viii) be aware of the proper protest procedure (sport & games specific)
- ix) ensure appropriate behavior of team members while at the competition
- x) meet with assigned mission staff member on a daily basis where applicable
- xi) check in at the Saskatchewan mission desk at least twice per day to receive messages and information updates (morning/evening) where applicable
- xii) be responsible for team discipline during the competition and while traveling to and from the games
- xiii) promote a positive image of Saskatchewan
- xiv) endeavor to create an atmosphere wherein the athletes have an enjoyable and rewarding experience
- xv) ensure that proper registration procedures are fully completed and that all participants meet the eligibility requirements

5. Specific Responsibilities

- i) co-ordinate team and staff
- ii) delegate responsibilities for various activities (include entry forms/deadlines, seed performances, travel and accommodation)
- iii) chair the Team selection process
- iv) ensure that everyone is aware that good conduct as a representative of the Province is expected
- v) set team rules (to be enforced by the team staff)
- vi) chair team meetings, coach and manager meetings
- vii) official representative of team at scratch meetings
- viii) write appeals and protests
- ix) report to the Executive Director on outstanding performances, results, including team scores, disciplinary actions, budget, expenses and recommendations (refer to a) Code of Conduct or b) Conflict Resolution/Misconduct)
- x) responsible for all decisions made regarding the team, individual athletes, support staff and staying within budget
- xi) finalize reports and financial statements
- xii) other duties as assigned by the Executive Director

6. Accountability

The Head Coach is responsible to the Executive Director for the accomplishment of his/her mandate and conduct.

7. Role

The role of the Head Coach of Team Saskatchewan is to ensure the successful preparation, participation and performance of the athletes in the competitions and related activities.

It is expected that the Head Coach of Team Saskatchewan will project a very positive image of Saskatchewan and be outstanding ambassadors of our Province.

Under the leadership of the Head Coach, each member of Team Saskatchewan should demonstrate:

- good sportsmanship
- spirit of fair play and team spirit
- co-operation
- friendship
- respect for other people's rights
- respect and adherence to the rules and regulations established by the host community and Team Saskatchewan