

2023 UniSport Nationals Coach Position Description

DATE AND LOCATION

23 September – 29 September 2023
Gold Coast, Queensland

POSITION PURPOSE

Coaches are responsible for the coaching of their specific sport team prior to and during the event at the sport venue.

REPORTING / WORKING RELATIONSHIPS

Coaches have a direct responsibility to the University of South Australia Team Manager (UTM) and support staff.

Coaches will also work closely with the following people:

- Their UniSA sport team (students and Team Manager)
- Other teams and coaches
- UniSport Australia staff and volunteers

KEY TASKS AND RESPONSIBILITIES

The coach is responsible for their allocated sport team and the individual members, with strong support from UniSA Sport staff.

PRE-EVENT
Register as a member of UniSA Sport
Run a minimum of 2x team trials (if required) and minimum 4x training sessions.
Attend all meetings as requested.
Liaise with the Team Manager regarding team selection, training dates and venues.
Follow the UniSA Sport Team Selection Policy.

DURING EVENT
Attend the sport specific meeting (if there is one held).
Coach the team in all matches.
Set a positive example for behavioural standards and adhere to the UniSport Australia Code of Conduct and the UniSA Sport Code of Conduct. This includes promoting sport as the priority and the aim of a podium finish, or as high as possible in the competition (need to finish in the top eight to remain in Div 1 for the following year).
Liaise with UniSA Sport staff and UniSport Australia event management as requested.
Provide reports and results to UniSA Sport staff as requested.
Attend any meetings called by UniSA Sport staff during the event.

Notify UniSA Sport staff on any incidents, injuries and/or protests and complete appropriate report forms if required.

Report all judiciary matters to UniSA Sport staff. The UTM shall then be responsible for coordination of appearance and representation of the player/official.

KNOWLEDGE SKILLS AND EXPERIENCE

Coaching roles are open to non-students and students and would be someone already involved in and/or coaching the specific sport.

Required attributes:

- Coaching accreditation and/or equivalent experience
- Excellent organisational skills
- Experience in dealing with a wide variety of people
- Ability to prioritise and meet deadlines
- Excellent written and verbal communication skills

Personal attributes:

- Ability to work as part of a team
- Enthusiastic and motivated approach
- Well-developed customer service and problem-solving skills
- Ability to take the initiative
- Exercise judgment and work without supervision
- A friendly and approachable manner

Other requirements:

- Attend compulsory UniSA Sport team meetings
- Attend the entire duration of the event competition
- Wear the UniSA Sport uniform as required and be neatly groomed at all times
- Conduct self in a professional manner by being punctual and reliable

FINANCIAL INFORMATION

All coaches engaged by UniSA Sport will receive a payment as negotiated with UniSA Sport staff, payable at the completion of the event if the Code of Conduct and the requirements set out in this position description are upheld.

Coaches will be expected to cover all costs up-front, including:

- UniSport Australia Event Registration - \$20 (non-playing coaches)
- UniSA Sport package – **Cost TBC**
- Flights, ground transport, food and drink – at own cost

POSITION PARTICULARS

- Event:** 23 September – 29 September 2023
- Working Days:** Coaches may be called upon at any point during the event in relation to the specific sports team. Coaches are expected to attend all matches, team functions and meetings prior to and during the event, as well as communicate with and assist the UTM and sport specific Team Manager with the coordination of the team prior to the event.
- Training:** 1x workshop and ongoing support will be provided in the lead up to the event.
- Team Meetings:** Meeting dates communicated by UniSA Sport staff.

The coach may be required to assist with the Team Management duties as per the UniSA Sport Team Management Position Description.

HOW TO APPLY

1. Read the position description and The Code of Behaviour (provided below) in detail to understand what is expected of you
2. Check to ensure you are available for the duration of the position
3. Contact Bridget Fenoughty via email bridget.fenoughty@unisa.edu.au via email or phone 8302 0920 to register your interest.

All applicants will be acknowledged and successful candidates will be contacted for a meeting with the UTM.

FOR MORE INFORMATION

Bridget Fenoughty
Intersport & Events Coordinator | UniSA Sport
Phone: 8302 0920
Email: bridget.fenoughty@unisa.edu.au

Adrian George
Manager | UniSA Sport
Phone: 8302 3487
E-mail: adrian.george@unisa.edu.au

**UNISPORT AUSTRALIA EVENTS
UNISA SPORT TEAMS
CODE OF BEHAVIOUR**

UNISA SPORT CODE OF BEHAVIOUR - UNISPORT AUSTRALIA EVENTS

Your selection to represent UniSA in a UniSport Australia event is conditional upon you signing this agreement (**Agreement**) and observing its terms. This Agreement should be read in conjunction with the UniSport Australia Code of Behaviour (**Code**) and other relevant policies of UniSport Australia and UniSA Sport. After reading the Code and policies in full and signing this Agreement, return the completed Agreement to UniSA Sport. Your return of a signed copy of this Agreement will confirm your agreement to comply with the terms of the Code. You are advised to retain a copy of this Agreement for your own records. UniSA Sport reserves the right to alter the Code at any time, if required. Team Members will be notified if this takes place.

1. INTRODUCTION

1.1. What is the Code?

- 1.1.1. This Code sets out the types of behaviour that will not be acceptable during a UniSport Australia endorsed event and the consequences for such behaviour occurring.
- 1.1.2. This Code is established to ensure that the highest possible standard of Intervarsity competition occurs during the event.
- 1.1.3. This Code supports UniSA's desire to encourage and promote excellent sportsmanship and appropriate standards of behaviour, including fair play on and off the field.
- 1.1.4. This Code is not intended to restrict or hinder a Team Member having fun and participating in a competitive manner in the event.

1.2. Who does the Code apply to?

- 1.2.1. This Code applies to all Team Members.
- 1.2.2. Any Team Member in breach of this Code or any UniSA policies may be subject to disciplinary sanctions including those specified in this document.

1.3. When does this Code apply?

- 1.3.1. The Code applies from the day before the commencement of the first event on day 1 to the conclusion of organised activities on the last day or night including:
 - 1.3.1.1. during games and competitions in the event
 - 1.3.1.2. all official and unofficial functions of, or associated with, the event.

1.4. Definition of terms

- 1.4.1. 'Team Member' means any person (including players, managers, coaches, assistants, health professionals and other officials) representing UniSA at UniSport Australia events.

1.4.2. 'Team Captain' refers to the sport specific captain appointed by the Team Coordinator/Manager for UniSport Australia events. Team Captains are leaders of the participants in competition.

1.4.3. 'Team Coordinator/Manager' refers to the sport specific manager appointed by UniSA for UniSport Australia events in that sport. Team Coordinators/Managers are the first point of call for the UniSport Australia event management's specific sport officials, UTM and UniSA Sport Manager.

1.4.4. 'University Team Coordinator/Manager' or 'UTM' refers to the whole group of UniSA Team Coordinators/Manager appointed by UniSA for UniSport Australia events. The University Team Coordinators/Managers are the first point of call for the UniSport Australia event management and the UniSA Sport Manager.

1.4.5. 'UniSA Sport Manager' refers to the Manager of UniSA Sport, as employed by the University.

1.5. Authority Flow Chart

UniSA Sport Manager

University Team Manager (UTM)

Team Coordinator/ Manager

Team CaptainTeam Member

2. PENALTIES

2.1. What penalties can be imposed?

2.1.1. A Team Member in breach of this Code will accept the results of their actions and comply with any disciplinary procedure or sanction that is enforced upon them. The following list of breaches is provided as examples of the types of breach that will lead to the particular sanction. The level and type of disciplinary sanction imposed is at the discretion of the UniSA Sport Manager or the UTM and each situation will be assessed on its own facts.

2.1.1.1. Level One Sanction - Loss of accreditation for half day:

- a) Failure to comply with curfew/deadline
- b) Failure to comply with the Team Coordinator/Manager's/UTM's instructions
- c) Other conduct that the Team Coordinator/ Manager/UTM determines as punishable by a Level One sanction.

2.1.1.2. Level Two Sanction - Loss of accreditation for whole day

- a) Failure to comply with curfew/deadline for a second time
- b) Failure to comply with curfew/deadline for more than two hours
- c) Failure to comply with Team Coordinator/Manager's/UTM's instructions for a second time
- d) Improper conduct towards another Team Member
- e) Improper on-field conduct (e.g. unnecessary red card)
- f) Other conduct that the Team Coordinator/Manager/UTM determines as punishable by a Level Two sanction

2.1.1.3. Level Three Sanction - Loss of accreditation for remainder of tournament which will result in the Team Member's permanent removal from squad and the Team Member being sent home at their own cost on the first available flight.

- a) Failure to comply with curfew/deadline for a third time
- b) Failure to comply with curfew/deadline for more than five hours
- c) Failure to comply with the Team Coordinator/Manager's/UTM's instructions for a third time

- d) Serious improper conduct towards another Team Member
- e) Violent conduct
- f) Any engagement in illegal activity, including using an illegal substance
- g) Serious improper on field conduct (e.g. unsportsman-like conduct)
- h) Other conduct that the Team Manager/UTM determines as punishable by a Level Three sanction.

2.1.2. If a Team Member believes that there are circumstances or factors that should be taken into account when considering the Team Member's conduct, the Team Member may make submissions to the Director, Student Engagement Unit before any sanction is enforced.

3. AGREEMENT

3.1. Personal Obligations

3.1.1. I will act in a civil manner at all times and not engage in any unlawful behaviour or harass officials, players or spectators.

3.1.2. I will act upon instructions from the UniSA Sport Manager and persons appointed by him/her.

3.1.3. I agree to conduct myself so as to perform at the best of my ability at events and will carry out my duties to the team to the best of my ability

3.1.4. I understand that the provision of my accreditation will remain at the discretion of the Team Manager/UTM and may be withheld, if required, as a disciplinary measure. The term 'accreditation' applies not only to a Team Member's accreditation pass, but any other piece of official tournament privilege.

3.1.5. I will observe curfews and deadlines (e.g. times which Team Members are required to be at a certain place/meeting/appointment) without fail.

3.1.6. I agree that any grievance I have with another Team Member will be brought to the Team Captain and/or Team Coordinator/Manager/UTM immediately. If brought to the Team Captain, the Team Captain will, in turn, bring the issue to the Team Coordinator/Manager's/UTM's attention. I will not take grievances into my own hands.

3.1.7. I agree to observe and comply with directions of UniSport Australia event staff.

3.1.8. I agree to ensure that I only compete if I am eligible under the rules of UniSport Australia and that I will advise UniSA Sport if there is a change to my circumstances that may prevent my continued participation.

3.1.9. I agree to wear the official team uniform while participating in the competition and while travelling to and from the event.

3.2. Alcohol and Drug Policy

3.2.1. I agree not to use or be in possession of any illegal substance during any competition or activity in which the team is taking part.

3.2.2. I agree I will not be in possession of alcohol while travelling in team-provided transport.

3.2.3. I agree I will not be intoxicated during any competition or activity in which the team is taking part. I agree that the decision as to whether I am intoxicated will be a decision at the sole discretion of the Team Coordinator/ Manager/UTM .

3.2.4. If I consume alcohol, I will do it responsibly and will not allow my behaviour to result in a breach of this agreement

3.2.5. I agree that, as required by UniSport Australia, I will comply with the sport's National Sporting

Organisation's Anti-Doping
Policy, which can
be obtained on request from UniSA Sport.

3.3. Medical Obligations

3.3.1. I will disclose all relevant medical information to UniSA Sport prior to and during participation in UniSport Australia Events.

3.3.2. I agree that, acting on medical advice, the Team Manager/UTM may direct me to not participate in an event if he/she believes my participation would mean an unacceptable risk of:

3.3.2.1. Causing harm, injury or death to myself or other participants in the event;

3.3.2.2. Aggravating an existing injury or illness I may have; or

3.3.2.3. Infecting other Team Members or participants in the event.

3.3.3. I acknowledge the UniSA Sport has strongly recommended that I take out Private Health and other insurance to cover me for medical and like expenses arising out of any injury or illness I may suffer whilst playing in UniSport Australia events.

3.3.4. Subject to the circumstances referred to in clause 3.5, I agree that I am solely responsible for all medical and like expenses and any loss of income consequent upon any injury or illness and I agree and acknowledge that UniSA Sport is not responsible for medical and like expenses or for any loss of income arising out of any injury or illness I may suffer whilst playing in UniSport Australia events. I agree not to make any claim or commence any proceedings against UniSA Sport in respect thereof.

3.4. Financial Obligations

3.4.1. I agree that my selection and participation is subject to the payment of any specified participation fee prior to the event.

3.4.2. I agree any expense incurred to UniSA Sport through my own or my team's withdrawal or forfeiture will be the responsibility of the team and may result in a financial commitment by myself.

3.4.3. I will reimburse any unauthorised expense incurred by me to UniSA Sport including but not limited to air travel, accommodation and hire vehicles.

3.5. Insurance Obligations

3.5.1. I acknowledge that Team Members will be provided with insurance cover under UniSA Sport Student Accident Policy, provided that I satisfy one of the following categories:

3.5.1.1. Currently enrolled student; or

3.5.1.2. Current club member

3.5.2. I acknowledge that details of the cover and a copy of the Insurance Policy Certificate of Currency can be obtained upon request from UniSA Sport. The policy does not provide cover for medical expenses incurred in Australia that are covered under Medicare or any private health cover, including Overseas Student Health Cover.

3.5.3. I acknowledge that on the occurrence of any incident including but not limited to property damage, personal injury or injury to a third party, an incident report must be completed as soon as possible.

4. ACKNOWLEDGEMENT AND AUTHORISATION

4.1 I agree to observe the terms of this agreement.

UniSport Nationals Coach – Agreement

This agreement is between the sport Coach and UniSA Sport.

The conditions of the agreement are outlined in the Coach Position Description.

The Term of this agreement is the duration of the UniSport Nationals event and includes the pre-event and post-event tasks and responsibilities: From 1st April 2023 to 6th October 2023.

EVENT DETAILS

Event Name: UniSport Nationals Div 1 & Div 2

Event Location: Gold Coast, Queensland

Event Dates: 23 September – 29 September 2023

Coach Signature: _____

Coach Name: _____

Date ____/____/____

UniSA Sport Authorised Staff Signature: _____

UniSA Sport Authorised Staff Name: _____

Date ____/____/____