

Representative Policy

1. Application of this Policy

This policy refers to the selection of Mudgee District Netball Association Representative squads and teams, including but not limited to:

- A) Netball NSW State Titles squads and Teams
- B) Regional League squads and teams
- C) Development squads and teams

The Purpose of this policy is to promote the following:

- A) Consistency across all levels of selection
- B) Transparency in selection criteria and processes
- C) Flexibility to respond to selection situations in a fair manner
- D) Opportunities for development of selector skills and experience

2. Representative Panel

Mudgee District Netball Association will form a Representative Committee.

The Representative panel will be:

- A) Rep Co-ordinator
- B) Coaching Co-ordinator
- C) Three (3) Members of the Executive Committee or general committee (at least 1 needs to be part of the executive committee)

The Representative Panel will be responsible for:

- A) Selection of selectors annually
- B) Selection of Team Officials Annually
- C) Any other tasks as deemed appropriate by the Association Executive Committee

3. Confidentiality Requirements

The principle of confidentiality by all persons involved in the selection process is paramount. All members of the relevant Panel will be required to sign a Mudgee District Netball Association Confidentiality Agreement and Code of Behaviour.

Selectors, Coaches, and any other person providing input will not discuss selection matters outside official selection meetings, without the express permission of the Representative Co-Ordinator.

Contravention of the Confidentiality Agreement will lead to removal from the relevant Panel.

The Panel members will be required to declare any conflict of interest in relation to the athlete process they have been assigned to. A register of conflicts will be managed by the Representative Co-ordinator. This conflict of register will be available to review by the president.

4. Selector Pool and Selection Panels

Applications from people with appropriate expertise will be called for annually for selector pool positions via Mudgee District Netball Association website and Facebook. A google form or written application can be used.

The selector pool will be appointed by the representative Committee from the applications received. If no applications are received the Representative Committee will appoint, as necessary.

Representative Coaches are automatically part of the selector pool. (Unless there is a conflict of interest).

The representative Panel will appoint a selection panel from the selector pool for each squad and /or team selection outlined within this policy.

All selection Panels shall be comprised of three (3) selectors and may include the coach of the squad/team to be selected.

The Representative Panel may vary the selection panel from time to time, at its discretion.

The Representative Committee or a delegate of the Executive Committee will convene the selection panel to oversee the selection process i.e.. Arrange, organise, and chair meetings, facilitate discussions and decision making, ensure the Selection Policy is adhered to.

All final selections will be made based on the decision of the majority of the selection Panel.

The decision of the selection panel shall be final and binding.

5. Team Officials

The Representative Committee will appoint, at its sole discretion, all officials for the Representative squads and teams.

Mudgee District Netball Association will advertise the roles for all team Officials on Mudgee District Association website and social media.

Applications must be completed on the form provided and submitted to the coaching Co-ordinator prior to the closing date. Late applications may be accepted at the discretion of the Representative Committee if a position has not been filled.

Applications will be reviewed by the Representative Committee. Applicants may be required to attend an interview with the representative Committee if requested and references will be checked.

To be considered for a Team Coach position the minimum qualification is a Development Accreditation.

To be considered for an Assistant Coach position the minimum qualification is a Foundation Accreditation.

Representative Team Officials will be selected annually. The appointment term is for the respective Representative Season.

Team Officials for Representative Teams will consist of the following:

- A) Team Coach – 1 per team
- B) Team Manager/Assistant Coach – 1 per team
- C) Primary Carer – 1 per team

Assistant Coaches may be appointed at the discretion of the Representative Committee as individuals are identified.

Specialist coaches may be appointed at the discretion of Representative Committee as individuals are identified.

Team Officials for Development Squads will consist of the following:

- A) Squad Coach – approximately 1 per 10 athletes
- B) Squad Manager – approximately 1 per 10 athletes

Working with Children Check numbers must be provided for all team officials. Only cleared applicants will be considered for positions with Representative squads and teams.

There is no maximum of years a Team Coach can remain with the same team.

The Representative Committee reserves the right to re-advertise or withdraw any position for which a suitably qualified application has not been received.

All applicants will be advised of the outcome of the selection process in writing. Appointments will be published on Mudgee District Netball Association website and social media. Applicants may request feedback on their application by applying in writing to the representative Co-ordinator.

The Representative Committee are under no obligation to provide reasons for its selection decisions. No appeals will be taken into consideration.

6. Athlete Eligibility

To be eligible for selection, athletes must:

- A) Return a Representative Athlete Nomination form by the specified date. Late nominations will only be considered in exceptional circumstances.
- B) Attend representative selection trials on the date/s specified by Mudgee District Netball Association. Any athlete unable to attend selection trials may apply in writing to the representative Co-ordinator for consideration, providing reason for non-attendance, netball experience, achievements, and references.
- C) Be a registered member of Mudgee District Netball in the year of representative competition and ensure that all outstanding fees that are owed to MDNA are paid.

D) Play with an affiliated club or team in the Mudgee District Netball Association Winter Competition in the year of representation.

E) Meet eligibility criteria as defined in the relevant Netball NSW Competition Rules.

7. Athlete Selection

Representative Teams/Squads for Netball NSW State Titles will be selected in the year prior to the competition on a date specified by the Representative Committee.

The Selection Panel will select teams of between nine (9) and twelve (12) athletes in each group.

If an athlete is unable to attend trials, they may apply in writing to the Representative Co-Ordinator to be considered for selection.

Squads and Teams will be announced via Mudgee District Netball Association website and social media after each player who trialled is noted of their selection or non-selection via email.

The selection process for squads and teams will consist of assessment of the following competencies, personal attributes, and other considerations:

A) Playing Competencies:

- Sound Technical skill base
- Tactical understanding and ability to read play
- Consistency and accuracy of decision making under pressure
- Achieved and maintained the fitness required for this level of competition
- Can sustain intensity and consistency of performance throughout the game
- Shows potential skills and capabilities to represent MDNA

B) Personal Attributes:

- Self-responsibility – driven to be the best and committed to own development
- Resilience – mental toughness, bounces back from adversity, preserves, and adapts
- Self-awareness – emotional intelligence and can manage behaviour
- Leadership – leads by example on and off the court
- Communication - ability to communicate positively and be open to receiving feedback and able to give feedback in a calm and mature manner.

C) Consideration may also be given to the following Factors:

- Coachability and potential to improve
- Demonstrates team qualities and is a fit within the team
- Positional versatility and balance within the team
- Current form
- Whether an athlete's performance and/or contribution has been affected by extenuating circumstances such as illness, injury, bereavement or similar which may have temporarily comprised form.
- Feedback from previous years team officials of returning athlete

8) Athlete Replacement

An athlete may be replaced for the following reasons:

- A) Injury or illness: if an athlete becomes injured or unwell to the extent that they are unable to compete or maintain the required fitness to compete.
- B) Breach of Discipline: An athlete may be considered for replacement due to a breach of discipline, including failure to observe any relevant Mudgee District Netball Association policy, Netball NSW code of behaviour or the Mudgee District Netball player agreement.
- C) Non-Attendance: If an athlete fails to attend compulsory team events without adequate explanation, the coach may request the representative Committee review their continued inclusion in the team.

9) Request for Appeal

An athlete may request a review of any given selection criteria as outlined in this policy, by submitting a request for an appeal within five (5) working days of the announcement of the relevant section decision.

All requests for appeals must be submitted in writing, by email to:

Reps@mudgeedistrictnetball.hwy.com.au

The request for the appeal must state the grounds for review, or why the selection decision should be changed. It must specifically address issues regarding how the athlete was evaluated under situations that put them at a distinct disadvantage to other athletes being evaluated.

Appeals will be reviewed thoroughly by the selection panel. The athlete will be advised of the outcome of the appeal in writing.

It should be remembered that in general an appeal will only be considered if the Selection Policy was not adhered to, or the athlete was not given fair and equal opportunity during the selection process.

An appeal will not be heard on a subjective basis i.e., an athlete's belief that they are better or more deserving than another athlete.

In the event, that an athlete is dissatisfied with the outcome of an appeal, they may lodge a complaint with the representative Officer. All complaints lodged with Mudgee District Netball Association in relation to the selection Policy will be dealt with in accordance with the procedures of the Netball NSW Grievance and Dispute Policy.

APPENDICES

1. Position Description – Head Coach
2. Position Description – Manager
3. Position Description – Assistant Coach
4. Player/parent Information Pack

1. Position Description – Head Coach

Selection Criteria

- Current Financial member of Netball NSW and Mudgee District Netball Association
- Netball Australia Development Coaching Course accreditation, as a minimum
- Understands and roles models the values of Mudgee District Netball Association
- Able to build trust and respect
- Effective Leadership skills, can lead and delegate appropriate responsibilities to the assistant coach, able to lead the team and team management demonstrating an important level of interpersonal and communication skills
- Positive, confident, and decisive
- Highly developed planning and organisational skills
- Can establish the team vision, values and performance culture and standards that fit within the goals
- Demonstrated talent identification and selecting ability
- Demonstrated commitment to their professional development as a coach
- Understands and complies with the relevant Mudgee District Netball Association policies and processes
- Ability to meet the duties, attendance, and report requirements as per this policy

Duties

- Head Coaches will participate as a member of the selection panel for their relevant team (unless you have a conflict of interest)
- Liaise with the Representative Committee, to prepare the team campaign plan, including the program for player development and team preparation
- Be willing and open to advice, feedback, and support from the Assistant Coach to ensure the skills and attributes of the Assistant coach are maximised
- Liaise with the team manager regarding training requirements and all organisation with carnivals and state titles
- Liaise with the Representative Committee regarding injuries and discipline issues

Attendance Requirements

- Meetings as determined by Representative Committee
- Selection trials as per Representative policy
- Team induction
- All squad/team training and education sessions
- State Titles and the relevant Netball NSW Carnival as chosen by the representative Committee in consultation with the coaches
- Travel on bus with team when provided

Reports

Head Coaches will be required to submit the following report:

- Head and Assistant coaches will work together on the submission of individual reports on each player, on and off court performance and potential to progress

2. Position Description – Manager

- Report to the representative Committee
- Be the liaison Officer for all members of the team
- Liaise with all team officials and appropriate Representative Co-Ordinator
- Be responsible for the conduct, wellbeing, and appearance of all players
- Ensure receipt of medical clearance pertaining to any injury of a team member, a copy of which should be provided to the Representative committee, prior to player participating training session or competition team
- Act as Primary Care Person at all competition games and training sessions if necessary
- Act as a bench official team contact, and arrange temporary replacement if appointed official is unable to attend any competition games (where relevant)
- Provide information to parents and players
- Contact the Representative Committee if unavailable
- Collect Draws at all competitions
- Attend meetings as determined by the appropriate Representative Committee
- Submit all reports as requested by Representative Committee

3) Position Description – Assistant Coach

- Hold a current and minimum of Netball Australia Foundation Course Accreditation (or evidence showing intention of completion in year of appointment)
- Report to the Representative Committee
- Liaise with the coach to implement a program for player development and team preparation
- Attend meetings as determined by the Representative Committee
- Attend training sessions and games
- Be available to attend selection trials as an observer (unless a conflict of interest is had)
- Attend professional development opportunities
- Submit all reports as requested by the representative Committee
- Attend all competitions as entered by MDNA

Player/Parent Information

1) Once a player has been selected into a team they must provide and complete the following:

- A) Signed MDNA code of conduct
- B) Acceptance and Medical Form
- C) Non-Refundable deposit
- D) Set up a regular direct debit with their bank and/ or make full payment by the due date

2) Training: Parents/Players Responsibilities and commitments

- A) Abide by the Netball NSW and MDNA code of conduct
- B) pay, by the set date, any expenses or fees decided by MDNA
- C) Attend trainings sessions, games, carnivals (min 4) and state titles as directed by the representative committee and coach
 - D) Attend training sessions and games on time with appropriate clothing, footwear, and drinks. This includes wearing full representative uniforms at carnivals. Provide own additional protective or personal playing equipment for example strapping tape, ankle guards etc
- E) Advise the respective team coach or manager if I become aware of any condition, which may affect play
- F) Listen to and show respect to coaches and other officials involved in training and carnivals
- G) Play by the rules displaying good sportsmanship, fairness and abiding by decisions without argument
- H) Take responsibility for their own fitness
- I) Co-operate and support their teammates both on and off the court and help build a supportive and inclusive team
- J) Provide a doctor's certificate indicating fitness to play after any injury which has caused training or playing to cease
- K) Players are required to hold a current umpires theory certificate during the representative season
- L) Players will be required to umpire as part of the MDNA saturday competition when rostered on
- M) Participate in activities organised by MDNA including but not limited to Representative fitness training, club bonding session and Representative Presentation evening

3) Regional Carnivals

Teams will attend carnivals prior to State Titles or the respective Netball NSW championships, all players must attend all these carnivals.

If you are unable to attend any carnivals, you must notify the Representative committee via email.

4) Travel

If a bus is supplied by MDNA, it is compulsory for players to travel with the team.

Travel to regional Carnivals may be by private transport or by bus organised by MDNA.

Travel to State Titles or the respective Netball NSW Championships will be by bus – unless otherwise advised by Representative Committee.

5) Accommodation

As advised by the MDNA Representative Committee for regional carnivals.

A parent may be required to stay at the organised accommodation for State Titles or the respective Netball NSW Championship as advised by representative Committee.

Room allocations for organised accommodation will be decided by the representative Committee.

6) Food

MDNA may, at its discretion provide a tent and equipment for food at carnivals. The association purchases the food and preparation is shared between teams. A food levy shall be payable by players – the amount of which shall be decided by the Representative Committee.

At State Titles all teams are required to have their evening meal at a venue to be organised by the MDNA representative Committee.

7) Dress Code/Uniform

All Representative players wear the MDNA representative apparel.

When attending any event as a representative of the Mudgee District Netball Association, all players and team officials shall wear approved MDNA clothing.

8) Finances

All costs for travel/accommodation/uniform/food/umpire fee and umpire accommodation for all carnivals and State Titles or the respective Netball NSW Championships are the responsibility of parents, guardians, and players.

All payments must be received by the due date set by the MDNA Representative Committee or Executive Committee prior to attendance at carnivals and State Titles. A player will not be able to

participate in the carnival and State Titles if payment is not made by the due date and/or alternate payment schedule has been put in place.

All MDNA representative players are to pay a deposit of \$150 (non-refundable unless a doctor's certificate is provided) at the MDNA representative information meeting held in October/November.

Payment is to be made either in full or by regular direct deposit by due date with exception of the \$150 non-refundable deposit.

Any requests for financial assistance should be directed to the treasurer in writing and will be considered on an individual basis. All requests will be dealt with in the strictest confidence.

All players must be registered with NSW netball before training can be commenced.

9) Fundraising

All fundraising must be appropriate and approved by the Representative Committee.

No fundraising is to impose on sponsors of MDNA.

NO individual team member may undertake personal sponsorship or undertake personal fundraising activities.

10) Refunds of paid Monies

As a result of an injury or medical condition a refund of 90% will be paid, not including the Non-Refundable deposit paid. The refund will be paid once MDNA have received a copy of the medical certificate and letter indicating that a player is withdrawing from the team.

If a player withdraws for non-medical reasons and monies have been paid, a refund of 50% is applicable. If the withdrawal occurs within 8 weeks of State Titles, there will be no refund.

11) Game Time

All Representative athletes at Netball NSW Junior State Titles must play the equivalent of 40% of the total number of available games of Junior State Titles. For the purpose of calculation of the 40% rule, two half games are equal to one full game.

Where rolling substitutions have been utilised during a match, the Coach/ association must use reasonable and fair calculations to determine court time for the purpose of 40% rule.

12) Complaints/Comments/Concerns

Please address issues relevant to players and team in private to the coach/manager.

If an agreeable outcome cannot be reached between the parties that an email submitted to the representative Committee or complaints officer can be made.

All representative teams are representing MDNA and all policies, protocols, and codes of behaviour of the association will be abided by otherwise disciplinary action may be taken as deemed necessary by the executive committee.

Adapted 1 May 2024