



**Edithvale-Aspendale
Junior Football Club**

The Family Club

Regents Park Sixth Avenue Aspendale

P O Box 7060, Aspendale VIC 3195

www.eajfc.com.au

EDITHVALE ASPENDALE JUNIOR FOOTBALL CLUB (EAJFC)

COACHING APPLICATION FORM

SEASON 2018

u13s - u17s – applications close 30th September 2017

u9s – u12s – applications close 15th October 2017

u12, u15, u18 Girls – applications close 15th October 2017

Please read all sections and return pages 3, 4 & 5 only

All applications may be returned via mail or email to

EAJFC Secretary

Postal: P O Box 7060, Aspendale, VIC 3195

Email: secretary@eajfc.com.au



General Information for Prospective Coaches

Introduction: The purpose of this document is to outline some basic information on topics that are commonly raised by Coaches throughout the season.

It is important that you carefully read and understand the information contained here as some of the content may have a bearing on your decision to either accept or reject an offer of appointment to coach, should it be extended to you.

This document does not claim to be exhaustive and gives basic information only. If you have any questions or concerns, please raise them with the Football Operations Committee via secretary@eajfc.com.au without delay.

The Executive and General Committees reserve the right to vary, introduce or void the rules and guidelines as they consider necessary and without prior notice being given.

General/Operational Information: *Pages 6 & 7 cover topics such as:-*

What is expected, Merit, Tenure, Dismissal, Codes of Conduct, General Information, Meetings, Game Day Set Up & Pack Up, Building Security, Awards Nights, Uniform, Fundraising/Social Function, Communication. The information will outline some of the basic details on the questions and topics that normally arise.

Coaches Code of Conduct: Included for your retention, is a copy of the clubs "Coaches Code of Conduct". Any alleged breach of EAJFC Codes of Conduct will be investigated by the nominated representatives of committee. The representatives will determine whether a breach has occurred and if so, what penalty will be applied. This action is separate to any penalty that may be handed down by the Frankston District Junior Football League (FDJFL) for incidents reported to them. This is to be signed and returned with your application.

Merit: All applications are judged on their own merit. Our objective is to appoint quality coaches that are suitably matched to a team. Consideration will be given to the applicant's knowledge, experience and personality in relation to the age group they are applying for. For example a person who has coached successfully at senior level will have the appropriate football knowledge and experience but may not have the personality and patience required to coach under 9's or 10's. An applicant does not have to have a child of their own either playing at the club or in the team they are applying to coach for. Appointed Coaches MUST have a current Working with Children's Card (WWC).

Tenure: Coaches are appointed for one (1) season tenure. Commencing from the date of appointment and terminating on the completion of your EAJFC Presentation Day. All Coaches positions are then deemed to be vacant and applications will be sought from both existing coaches and new people for the following season. It is the Club's intention to introduce each team to a different coach approximately every 2—3 years, although our ability to do this will depend on the caliber of applicants received.

Dismissal: EAJFC reserves the right to dismiss a coach without prior notice if the EAJFC Operations/Executive Committee feels justified in doing so.

Interviews: All Applicants will be contacted to attend an interview with club representatives.



Coaches Application 2018

Name:

DOB:

Address:

Phone: Home: Mobile:

Email Address *:(must have)*.....

Name the age group / team you would like to coach:

Under: Which Division: In Season: 2 0 _ _

Do you have a child playing in this team? Yes / No

Are you a past/present member of the EAJFC *Junior* Football Club? Yes / No

Are you a past/present member of the EASC *Senior* Football Club? Yes / No

Please give a description of your personal football experience:

Did you play Junior Football? If yes, what Club? What age levels?

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Did you play Senior Football? If yes, which Club, year?

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.....

Do you have any previous coaching experience? If yes, which sport, club, year?

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Coaches Application Continued

Do you hold a current Coaches Accreditation Certificate? Yes / No

If yes, what is your Accreditation Number: Level Expiry Date:

Do you hold a current Working with Children’s Card (WWC)? Yes / No

If yes, what is your WWC Number: Expiry Date:

Do you have any other skills, qualifications or experience advantageous to this application? If so, please detail below:

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Do you have any personal references advantageous to this application? If so, please detail below:

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Do you have any comments that you would like to make? For example: why you would like to coach.

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Note:

Accreditation:

- *To be eligible to coach at our club, a minimum “Level 1 Coach Accreditation” is mandatory.*
- *For your application to be considered you must hold a current accreditation or agree to attend a certified AFL Coach Accreditation course within a time frame determined by us.*
- *The course will be arranged and paid for by EAJFC and every effort will be made to book the date & venue in accordance with your best availability.*
- *The same applies for the Working with Children’s Card, if you are not the current holder of a WWC card you must agree to obtain one before the coaching appointment commences.*



COACHES CODE OF CONDUCT

- I will abide by the AFL Coaches Code of Conduct, the AFL Rules of the game and the Rules and Codes of Conduct of EAJFC and FDJFL.
- I will at all times operate within the spirit of the game and understand and practice fair play. I will also teach and encourage the players to do the same.
- I will remember that players participate for pleasure, and winning is only part of the fun.
- I will ensure that the time players spend with me is a positive experience in a positive environment, where skilled learning and development are priorities and not overshadowed by a desire to win.
- I will recognize that all players are deserving of equal time, attention and opportunities from the lowest skilled player to the highest skilled player.
- I will have due consideration for varying maturity and ability levels of my players when designing practice schedules, practice activities and involvement in competition
- I will avoid overplaying the talented players aiming to maximize participation and enjoyment for all players regardless of ability. I will ensure that all players are given the correct game time in accordance with club policy.
- I will be reasonable in the demand I make on the time commitments of the players in my care, having due consideration for their health and wellbeing.
- I will not verbally or physically abuse, intimidate, or use threatening behaviour or language towards players in my care.
- I will refrain from unnecessary physical contact with players in my care. Any physical contact with a young person will be appropriate to the situation and necessary for the player's skill and development
- I will show concern and caution towards sick or injured players and recognizes the significance of the injury or illness. I will seek and follow the advice of a club First Aid Trainer or a Physician, whichever is appropriate, in the circumstances concerning the return of an injured or ill player to training or competition. If a player has been under treatment from a physician I will request a certificate from that physician allowing the player to resume training or playing.
- I will stress and monitor safety always and ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of all players
- I will respect the rights, dignity and worth of every young person and all other individuals within the context of my involvement in Australian Football and EAJFC, including refraining from any discriminatory practices on the basis of ability, gender, race, religion, ethnic background or special ability/disability.
- I will not verbally or physically abuse, intimidate or use threatening behaviour or language towards EAJFC committee persons or representatives of the league, coaches, game day officials, parents or spectators including all players, representatives, parents and spectators of other clubs.
- I will at all times, actively foster and display control, respect, professionalism and appropriate sporting behaviour towards all coaches, game day officials, club committee and administrators, parents, spectators and media, regardless of whether they are EAJFC or from other clubs.
- I will obtain appropriate qualifications and keep up to date and informed regarding sound principles of coaching, skill development and the principles of growth and development of young people recognizing that these are factors relating to the welfare of my players.
- I reject the use of performance enhancing substances in sport and will abide by the guidelines set forth in the AFL Drug Policy.

Coaches Code of Conduct:

Please understand that should an alleged breach of the EAJFC Code of Conduct occur, the nominated representatives of the committee would investigate it. The representatives will determine whether a breach has occurred and if so, what penalty will be applied. This action is separate to any penalty that may be handed down by the FDJFL for incidents reported to them.

I, hereby commit, to the best of my ability, to uphold and adhere to the EAJFC Coaches Code of Conduct, Operational Rules and Responsibilities and FDJFL Rules and Guidelines. I confirm that I have read and understood the attachments to this application form, I understand that as an integral component of my acceptance as a coach I must maintain a standard of behaviour and conduct that is in the best interests of the club, the game, the players in my care and all other volunteers and club members. In representing myself in an honest manner and without bringing the coaching profession, the Club or the Game in disrepute, I will endeavour to uphold all of this to the best of my ability:

Signature of Applicant:

Date:

(Please sign and return with application)



General Information

What you can expect from our club

- ▶ Appreciation & respect
- ▶ Consultation & Supervision
- ▶ Recognition
- ▶ Information
- ▶ Openness & Honesty
- ▶ Support & Guidance

What our club expects from you

- ▶ Your Commitment
- ▶ Your Enthusiasm
- ▶ Your Discretion
- ▶ Your Time
- ▶ Your Honesty
- ▶ Your support in Club decisions

Characteristics of a good Coach

- ▶ Well organised, Energetic & Enthusiastic
- ▶ Fair & Consistent
- ▶ Creative & Flexible
- ▶ A careful observer & thoughtful planner
- ▶ Committed to improving their coaching
- ▶ Patient & Understanding
- ▶ Encouraging & Supportive
- ▶ Fun to be around
- ▶ Good at delegating tasks
- ▶ Interested in the wellbeing of all players

Special Skills Required

- ▶ Leadership Skills
- ▶ Effective Communicator
- ▶ Ability to analyse, study, plan & assess the game as it develops
- ▶ Knowledge of football skills – technical & tactical
- ▶ Ability to deal with a wide range of players, officials & supporters
- ▶ Level 1 or 2 AFL Coach Accreditation (*Coach Accreditation Courses are advised & paid for by EAJFC*)

Duties & Responsibilities

- ▶ Adhere to & promote the Coach, league & club codes of Practice/Conduct
- ▶ Accept & abide by all committee decisions
- ▶ Have a competent understanding of game, competition, league & club rules
- ▶ Attend all matches and training sessions
- ▶ Plan, organize & run training sessions with age appropriate drills & development training
- ▶ Encourage & support all players to reach their full potential & maximize their enjoyment
- ▶ Identify individual player skill levels and matches the learning experience for that player
- ▶ Encourage parents to become your helpers at training sessions & on game day
- ▶ Provide clear instruction and feedback to the team and individual players
- ▶ Attend club meetings on request, represent the club at official club functions & activities
- ▶ Continually seek to upgrade skills, knowledge of the game & training techniques
- ▶ Have an understanding of injury prevention, care & risk management
- ▶ Develop team morale and a rapport (a connection) with the players
- ▶ Make every effort to ensure that each players participation is a fun & positive experience
- ▶ If you are unable to Coach game-day for some reason (ie. holidays or sick) we ask that you please contact Operations Committee so that we can ensure that a Level 1 Coach is able to replace you for the game(s).



Operational Duties

Meetings: Attendance at Coaches meetings is compulsory. All meetings are called at the discretion of the Coaching Coordinator. A typical year will include 1 Pre-season Coaches & Team Managers meeting and 1-2 Coaches meetings.

Set Up/Pack Up & Building Security: Set up: EAJFC Committee set up both grounds every Sunday morning. Pack up: the last home team coach/team manager are responsible for packing up the ground for the day. Training Sessions: the coach is responsible for set up and pack up on the completion of their training session. Team parents are asked to help out but the final responsibility remains with the Coach. Duties include but are not limited to: Turning oval lights on/off. **Checking & locking all doors.** Returning all training gear and other items and neatly storing in their designated area. Putting out/bringing in goal post padding, rubbish bins, stretchers, banners, sweeping out rooms etc. Ensure keys are returned to the key safe.

Award Nights: Throughout the season, the club hosts Sunday night speeches/award nights where the club comes together to celebrate the player's game-day achievements and participation. The Coach is required to attend your team award sessions and encourage the players to do the same. EAJFC Committee will advise the format of the nights for the coming season in due course.

EAJFC will pay for one (1) Team 'Pie or pizza' bonding night to be scheduled at your discretion to the value of \$170.00. Receipts are to be scanned and emailed to treasurer@ejafc.com.au along with your bank details for EFT transfer reimbursement.

Uniform: Coaches and Team Managers will be fitted/supplied EAJFC Apparel at the commencement of each season to be worn on game-day or whenever you may be representing EAJFC at FDJFL/other meetings. Coaches and Team Managers will receive training/game equipment bags, footy's, first aid kits etc. for the season.

Fundraising Functions & Activities: EAJFC schedule one (u9s-u12s) kids disco (which is not a fundraising night) and one or two 'Parents/Family/Friends' Social functions during the season. Coaches and Team Managers are asked to support the club with the social functions and any other such fundraising efforts by way of their own participation and their encouragement of others in the team to do the same. Any monies raised is used for purchasing general junior footy equipment etc, on-going training, educational workshops (such as the SALT program) and covering the cost of Coach/Team Manager apparel.

Voting & Trophies: End of year trophies are determined as follows:

Trophies: All teams will award 5 main trophies.

- U9s and u10s will be asked to nominate 5 x Golden Eagle awards
- u11s to u18s top 5 consists of: Best & Fairest (most votes) Runner Up Best & Fairest (2nd most votes) and 3 other awards to be awarded at your discretion (ie. Most consistent, determined, courageous etc)
- u9s to u12s players who do not receive a main-award trophy, will receive a participation trophy.

Voting:

- U9s and u10s: vote slips are not required – your top 5 are nominated by Coach/Team Manager.
- u11s to u18s:- 3 – 4 vote slips are to be completed and placed in an envelope each week which will be placed in a designated box at Regents Park club rooms.
- The vote slips are to be confidentially completed by Coach, one other coaching staff member, and 1-2 parents. Votes are awarded as 4 votes, 3 votes, 2 votes, 1 vote.

Communication: All communication from the club to the coaches must be replied to or acted upon without delay. The EAJFC Secretary is the only person permitted to contact or correspond with FDJFL on any matter relating to EAJFC. If you have any concerns to raise, then please forward to secretary@ejafc.com.au.

In Summary: If you have any questions or queries, please direct them to the Coaching Coordinator. If you accept an offer to coach at EAJFC you will be expected to abide by all club policies, codes of conduct and instructions from the EAJFC Operations and/or Executive Committees.

