



Coaching Application & Appointment Policy

Purpose

The purpose of this Policy is to provide a fair, transparent and consistent process for the application, selection and appointment of coaches (head and assistant) at Pearcedale Baxter Junior Football Club ('PBJFC').

The club recognises the important role coaches play in the development, enjoyment, wellbeing and football education of our players. Coaching appointments will therefore be made having regard to the best interests of players, teams and the club as a whole.

Scope

This policy applies to the appointment of all coaches at PBJFC.

Coaching Applications

Expressions of interest or applications for coaching positions will be invited prior to each season.

Applicants may be asked to provide information regarding their:

- previous coaching experience;
- relevant qualifications and accreditation;
- football knowledge and experience;
- approach to player development;
- understanding of appropriate conduct; and
- ability to work collaboratively with players, parents, assistant coaches and Club officials.

Submission of an application does not guarantee appointment to a coaching position.

Assessment of Applications

The club Executive Committee will assess coaching applications having regard to the suitability of each applicant for the relevant team or age group and the overall needs of the Club.

An interview may be conducted with an applicant prior to an appointment being made.

Where only one application is received for a coaching position, the club may still conduct an interview, seek further information, or undertake any other assessment considered appropriate.

PBJFC is not required to appoint an applicant merely because they are the only person to apply for a position.

Multiple Applicants

Where two or more applicants apply for the same coaching position, each applicant will be interviewed as part of the selection process.

Interviews will be conducted by an independent selection panel.

The composition of the selection panel will be determined by the Executive Committee, having regard to the circumstances of the appointment and the need to ensure an appropriate, impartial and informed selection process. In some cases, the Club will invite Executive Committee members from another local football club and/or Pearcedale Football & Netball Club, where appropriate.

The panel may consider the written application, interview responses, previous coaching performance or experience, relevant qualifications, references and any other information reasonably relevant to determining the applicant best suited to the position.

Following the selection process, the panel will make a recommendation to the Executive Committee to approve coaching appointments.

Selection Principles

In selecting coaches, the club will seek to appoint individuals who demonstrate:

- a player-centred approach;
- an ability to develop players of differing skills and abilities;
- a commitment to participation, enjoyment and development;
- appropriate football knowledge and coaching capability;
- positive communication and leadership;
- respect for players, families, officials, volunteers and opposition teams;
- commitment to child safety and wellbeing;
- alignment with club values and expectations; and
- an ability to create a safe, inclusive and positive team environment.

Coaching appointments will not be determined solely by previous team results or on-field success.

Appointment

All coaching appointments are made at the discretion of the Club and are subject to any conditions imposed by the club, league or governing body.

Appointment may be conditional upon the coach:

holding or obtaining required coaching accreditation;

holding a valid Working with Children Check where required;

completing required child safety or other training;

complying with Club and league policies, codes of conduct and procedures; and

satisfying any other reasonable requirement associated with the coaching role.

The club reserves the right not to appoint a coach to a particular team or age group where it considers that doing so would be in the best interests of the players or Club.

Coaching Tenure

A coaching appointment is for one season only.

An appointment does not create an entitlement or expectation that the coach will be reappointed for a subsequent season.

A coach may apply for reappointment in the following season and will be considered in accordance with the application and appointment process applying at that time.

No coach may coach the same team or age group for more than three consecutive seasons.

'Same team' includes coaching the same group of players as they progress through successive age groups.

The purpose of limiting coaching tenure is to ensure that players are exposed to a broad range of coaching approaches, knowledge, instruction and leadership throughout their junior football experience. The club considers that exposure to different coaches supports player development, adaptability and a balanced junior football experience.



The tenure limitation is not intended to discourage experienced coaches from continuing to contribute to the club. A coach who has reached the maximum tenure for a particular team or age group may apply to coach another team or age group.

Club Discretion

While the club will ordinarily follow the process outlined in this Policy, the Executive Committee may modify the selection process where circumstances reasonably require it, provided that the process remains fair and consistent with the objectives of this Policy.

Any departure from the three-season maximum coaching tenure should only occur in exceptional circumstances, be approved by the Executive Committee and be clearly documented.

Review of Appointment

Coaching appointments may be reviewed, suspended or terminated during the season where concerns arise regarding a coach's conduct, performance, compliance with club and/or league requirements, child safety obligations or suitability to continue in the role.

Policy Review

This policy will be reviewed and approved every three years, as a minimum, by the PBJFC Committee.

The review will incorporate feedback from the PBJFC Community and changes to league or competition requirements.

Last Review: September 2026.

Next Review: September 2028.

