



Fredericton Legion Track Club

FLTC Coaching and Appointment Policy

The Fredericton Legion Track Club seeks to appoint the best available coaches to oversee the training of its athlete members. At the end of each year (end of August), the Club will declare all coaching positions vacant and invite existing and prospective coaches to apply for a coaching position for the following season.

COACHING APPLICATION & APPOINTMENT PROCESS

Coaches that were appointed the year before will be invited to apply again. Coaching positions may be advertised on FLTC's website or by other means.

All coaches must apply or reapply for a coaching position by following the application process and by submitting the relevant documents.

APPLICATION PROCESS

1. The candidate must indicate his/her interest for a coaching position.
2. New candidate should provide a copy of his/her coaching curriculum vitae.
3. Provide a copy or ensure that FLTC has a copy of a Police Record Check for Vulnerable Sector that is not older than 2 years.
4. Provide the current NCCP number and information or update of the certification level.
5. Provide or ensure that FLTC has a proof that the coach has successfully completed the module or evaluation for the NCCP's "Make Ethical Decisions" module in the appropriate context.
6. Demonstrate that the candidate has knowledge and reviewed the FLTC Emergency Action Plan.
7. New applicants might be asked in an interview.
8. The ad hoc Coach Recruitment Committee of the Board will run the interviews, review the application documents, and make its recommendations to the Board.

Dates for this process will vary by year however the objective of FLTC is to have all coaching appointments finalized during the off season, no later than September 7.

COACHING ATTRIBUTES

Coaches must be able to demonstrate that they have the right attributes to coach relevant to the applicable age group. These include but are not limited to the following:

Be suitably qualified:

- Coaches must have engaged in the process of getting a certification under the NCCP program. They must be RJTW certified, "in training" in one of the context.
- Coaches must have a valid "Police Record Check for Vulnerable Sector" prior to commencing training and for the duration of the season.

Act responsibly and appropriately by:

- Adhering at all times to the FLTC Coaching Codes of Conduct.
- Adhering at all times to the FLTC and ANB policies.

Display a sense of professionalism and commitment to their team and the Club by:



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- Being suitably and appropriately prepared and organized for all training sessions, competition days and other Club events.
- Arriving promptly for training sessions and competitions.
- Communicating appropriately and effectively with athletes, parents, opponents, officials and Club officials.

Display fairness, integrity and respect by:

- Displaying sincerity and honesty when dealing with athletes, parents, opponents, officials and Club officials.

Demonstrate leadership and emotional control by:

- Basing actions on reason and not emotions.
- Controlling their emotions and positively influencing others to do the same.
- Setting goals and sharing a vision with athletes.
- Displaying confidence and instilling belief in athletes.
- Being aware of and responsive to the individual sensitivities of athletes.
- Seeking out, listening and responding positively to feedback from others.

COACHING TENURE

Coaches shall be appointed for one year. Coaches can be reappointed to coach the same group of athletes in subsequent years.

Effective Date and Review This policy is effective from **1 December 2018** and will be reviewed annually in August of each year.