

# State Team Selection Policy

## Head of Delegation Team Management Coaches

Policy Name: State Team Selection Policy

- Head of Delegation
- Management
- Coaches

Policy Number: 5.0

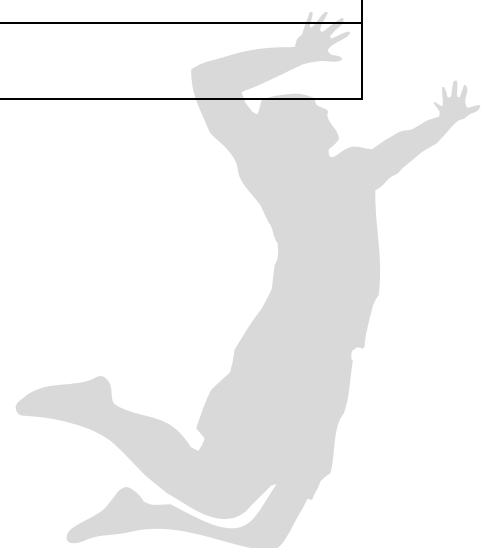
Document Type: Policy

Effective Date: August 2025

Last Reviewed: August 2025

Next Review: August 2027

Applicable Legislation: NA



## Purpose Statement

Volleyball WA (VWA) recognises the importance of selecting the right applicants to represent Western Australia as part of a VWA State Team at state events, national events and international tours and the significant responsibilities bestowed upon them.

The purpose of this policy is to outline Volleyball WA's approach to selecting the most suitable applicants for VWA State Teams who will uphold the values and Code of Conduct of VWA and ensure the best possible performance as part of the VWA Pathway strategy.

## Policy Application

This policy applies to all VWA employees, contractors, volunteers, members, and all other people or organisations which by agreement, or otherwise, are bound to comply with this policy.

This policy applies to behaviour occurring during VWA business, activities, competitions, and events.

## Definitions

The following definitions are listed to provide clarity for this policy.

**AJVC** is the Australian Junior Volleyball Championships.

**ASVC** is the Australian Sitting Volleyball Championships.

**AVSL** is the Australian Volleyball Super League.

**AYBVC** is the Australian Youth Beach Volleyball Championship.

**AYVC** is the Australian Youth Volleyball Championships.

**Applicant** is the individual applying for a position on a State Team.

**Exceptional circumstance** is if something happens that is out of the ordinary, unavoidable, or unexpected.

**Event** is a championship, event, tour, or league that Volleyball WA State Teams participate in.

**Member** means an individual, club, an affiliated club, or association who is a member of VWA.

**WWC Act** means to the *Working with Children (Criminal Record Checking) Act 2004*

## Background

A Head of Delegation is required for State Teams attending the following events:

- Australian Youth Volleyball Championships (AYVC)
- Australian Youth Beach Volleyball Championship (AYBVC)
- Australian Junior Volleyball Championships (AJVC)

Team Management is required for State Teams attending the following events:

- Australian Volleyball Super League (AVSL)

A Head Coach is required for State Teams attending the following events:

- Australian Volleyball Super League (AVSL)
- Australian Junior Volleyball Championships (AJVC)
- Australian Youth Volleyball Championships (AYVC)
- Australian Sitting Volleyball Championships (ASVC)
- One head coach will be selected for each team

---

## State Team Selection Policy

– Head of Delegation, Team Management, and Coaches V5.0 – August 2025

A Senior Head Coach, Gender Head Coaches and Age Group Lead Coaches are required for:

- Australian Youth Beach Volleyball Championship (AYBVC)

Team Coaches are required for teams attending the following events:

- Australian Volleyball Super League (AVSL)
- Australian Junior Volleyball Championships (AJVC)
- Australian Youth Volleyball Championships (AYVC)
- Australian Youth Beach Volleyball Championship (AYBVC)
- Australian Sitting Volleyball Championships (ASVC)

## **Policy Statement**

### *Eligibility*

To be eligible for State Team selection, all applicants must:

- Have no outstanding financial obligations with VWA.
- Not be subject to any disciplinary action or the investigation of disciplinary action.
- Obtain and hold a current Working with Children Card where there is the likelihood of U/18 athletes being selected onto a team (unless exempt as per the WWC Act).

### **Coaches**

Coach applicants must also:

- Be a current Volleyball WA member.
- Hold the minimum accreditation required to coach at the event or championships the state team is attending.

### *State Team Applications and Process*

- Volleyball WA will notify members and interested parties when nominations are required for state team positions via the VWA Volley Voice, VWA website and via email.
- The online nomination form link will be published on the VWA Volley Voice and VWA website when VWA notify members and interested parties that nominations are now being taken for the state team position.
- The due date for state team applications will be published on the VWA Volley Voice, VWA website and application form.
- Applicants seeking to apply for a selection onto a team are required to complete all sections of the online application form and submit the form prior to the due date.
- VWA will confirm receipt of application via email.
- No application forms will be accepted after the due date.\*
- After the applications close, the Selection Committees will convene.

- When the Selection Committee has agreed upon the selection of the State Team position/s, the Selection Committee will provide a list of selected applicants to the VWA Board for ratification.
- The successful and unsuccessful applicants will be advised of selection/non selection after ratification of the VWA Board.

*\*In exceptional circumstances the VWA Chief Executive Officer and / or the VWA Board may accept the late submission of application for nominations. The relevant submission must be provided in writing to the VWA Chief Executive Officer.*

#### *State Team Selection Committee(s)*

The Selection Committees outlined in this Policy are responsible for the selection of the positions of the Head of Delegation, Team Management, and Coaches pending final ratification by the VWA Board.

### **Selection Committee Responsibilities**

- Each committee member has a vote with the exemption of the VWA Pathways Manager or VWA Diversity and Inclusion Coordinator who is a non-voting member.
- The selection of the State Team positions shall be by majority vote.
- Committee members cannot select applicants who do not meet the eligibility criteria as outlined in this Policy.
- When the Selection Committee has agreed upon the final State Team positions, the committee will provide the list of recommended State Team members to the VWA Board for ratification.
- VWA Pathways Manager or VWA Diversity and Inclusion Coordinator is the meeting note taker.
- If a Selection Committee Member is nominating for a position on a State Team, they must step down from that selection committee for the identified event/team. The VWA President or VWA Chief Executive Officer will nominate an individual with experience and understanding of high-performance volleyball or sport with suitable skills to take their position.
- The Selection Committee cannot advise the community or applicants of the State Team selection. The VWA office will notify all applicants of successful and unsuccessful after VWA Board ratification.

### **Head of Delegation Selection Committee**

The Head of Delegation Committee shall comprise of:

- VWA Chief Executive Officer - Chair
- Board Representative
- A person that has experience and understanding of high-performance volleyball or sport with suitable skills for membership of the Committee – Board endorsed.
- VWA Pathways Manager

### **Head Coaches (AVSL) and Senior Head Coach (AYBVC) Selection Committee**

The AVSL Head Coaches and AYBVC Senior Head Coach Selection Committee shall comprise of:

- VWA Chief Executive Officer - Chair
- Board Representative
- A person that has experience and understanding of high-performance volleyball or sport with suitable skills for membership of the Committee – Board endorsed
- VWA Pathways Manager

### **Team Manager(s) Selection Committee – AVSL**

The Team Management Selection Committee for **AVSL** shall comprise of:

- VWA Chief Executive Officer - Chair
- A person that has experience and understanding of high-performance volleyball or sport with suitable skills for membership of the Committee – Board endorsed
- VWA Performance Pathways Committee Representative
- VWA Perth Steel AVSL Head Coaches
- VWA Pathways Manager

### **Team Coaches Selection Committee – AVSL, AJVC, AYVC**

The Team Coaches Selection Committee for **AVSL, AJVC, and AYVC** shall comprise of:

- VWA Chief Executive Officer - Chair
- A person that has experience and understanding of high-performance volleyball or sport with suitable skills for membership of the Committee – Board endorsed
- VWA Performance Pathways Committee Representative
- VWA Perth Steel AVSL Head Coach for the respective indoor team
- VWA Pathways Manager

### **Age Group Lead Coaches and Team Coaches Selection Committee – AYBVC**

The Coaches Selection Committee for **AYBVC** shall comprise of:

- VWA Chief Executive Officer - Chair
- A person that has experience and understanding of high-performance volleyball or sport with suitable skills for membership of the Committee – Board endorsed
- VWA Performance Pathways Committee Representative
- AYBVC Senior Head Coach
- AYBVC Gender Head Coaches
- VWA Pathways Manager

### **Team Coaches Selection Committee – ASVC**

The Team Coaches Selection Committee for **ASVC** shall comprise of:

- VWA Chief Executive Officer - Chair
- A person that has experience and understanding of ParaVolley or another Para Sport with suitable skills for membership of the Committee – Board endorsed
- VWA Participation Manager
- VWA Diversity and Inclusion Coordinator

### *Selection Appeals*

Any appeal against non-selection can be made to the Selection Appeals Tribunal under this policy on the sole ground that the Selection Committee did not properly follow or implement the process in the selection criteria. There is no appeal on the merits of any particular selection decision.

#### **Notice of Appeal**

- The appellant must give written notice, including grounds of their appeal to the VWA Chief Executive Officer [kuhl@volleyballwa.au](mailto:kuhl@volleyballwa.au) within 48 hours of a non-selection notification.
- The written notice must outline:
  - The decision in question
  - The ground(s) on which the appeal is being made
  - The reasons or circumstances supporting the alleged ground of appeal.
- The written notice is to be accompanied by an Appeal Fee payment of \$150.00. If the appeal is successful, the appeal fee will be refunded in full.
- The appellant must be the individual who has not been selected or a parent/guardian if the individual is under the age of 18.

#### **Selection Appeals Tribunal**

The Selection Appeals Tribunal shall comprise of:

- A VWA Board Representative – Chair
- A person that has experience and understanding of high-performance volleyball or sport with suitable skills for membership of the Committee – Board endorsed.
- A VWA Board Representative.

#### **Selection Appeals Tribunal Roles and Responsibilities**

- To convene a hearing within 10 working days of VWA receiving the appeal.
- Give the appellant and the Selection Committee every opportunity to be heard.
- Give due consideration to any written statement by the appellant.
- The Selection Appeals Tribunal has no power of the selection or reselection.
- Allow all relevant parties to be present (online or face to face) along with their adult representative (not being legally trained or qualified).
- When required, the Selection Appeals Tribunal may request or require such persons or any other witness to attend the hearing or provide such evidence as is available.
- Consider all relevant and available information and shall arrive at a finding.

#### **Outcomes of the Selection Appeals Tribunal**

- If the Selection Appeals Tribunal considers the ground(s) alleged by the appellant to be satisfied, the Tribunal shall refer the matter back to the relevant Selection Committee for reconsideration. Each Selection Committee member shall comply with any direction provided by the Selection Appeals Tribunal in any referral.

- Any further selection decision by the Selection Committee under the direction of the Selection Appeals Tribunal shall be final, and no further appeal shall be available to the aggrieved person in respect of that selection.
- The Selection Appeals Tribunal will notify the VWA Chief Executive Officer of the outcome of the Tribunal, who shall notify the appellant and VWA Board as soon as practical after the meeting.
- If the Selection Committee is required to reconvene a selection meeting, it will be required within 10 days of the Selection Appeal Tribunal.

### **Policy Breaches**

VWA will take all breaches of the policy seriously and will ensure they are dealt with promptly, sensitively, and confidentially.

Disciplinary action may be taken against a person who is found in breach of this policy, in accordance with the Complaints Management Procedure.

If a criminal offence is considered to have been committed, the appropriate authorities will be contacted for advice and guidance.

# Document Control

## Version History

Date	Version number	Executive Summary of changes
December 2013	1.0	<ul style="list-style-type: none"><li>This policy was adopted at the December 2013 VWA Board Meeting.</li></ul>
2016	2.0	
March 2022	3.0	<ul style="list-style-type: none"><li>Policy upgrade to new VWA template</li><li>Appeals process and committee reviewed, and new structure implemented.</li><li>Review and update of Selection Committees</li></ul>
March 2024	4.0	<ul style="list-style-type: none"><li>Updated policy name and content to exclude referees</li><li>Updated titles to reflect current events (AVSL) and staff roles (VWA Pathways Manager)</li><li>Updated background and selection committees to reflect current positions</li></ul>
August 2025	5.0	<ul style="list-style-type: none"><li>Inclusion of Australian Sitting Volleyball Championships and Selection Committee</li></ul>

## Appendix & Relevant Procedures

This policy is to be read in-conjunction with the following:

- VWA State Team Junior Athlete Selection Policy
- VWA State Team Senior Athlete Selection Policy
- WWC Check Screening Procedure & Guideline
- VWA Complaint Management Policy
- VWA Misconduct Policy
- VWA Codes of Conduct
- VWA Member Protection Policy Statement
- VWA Alcohol Policy
- VA Complaints, Disputes and Discipline Policy
- VA Member Protection Policy
- VA Safeguarding Children and Young People Policy