



HALIFAX DUNBRACK SOCCER CLUB

Operations Policies and Procedures

Title	Coach Selection Policy	Number	
Date of Issue		Section	6.0 Technical

PREAMBLE

The purpose of this policy is to ensure that HDSC selects coaches capable of providing our players with a high quality soccer experience appropriate to their age and skill level.

POLICY

This policy provides guidelines for the recruitment and selection of coaches for the mini, Tier 2, Tier 1 and senior teams.

1. Coaches will be selected (in no particular priority or importance) based on the following:
 - (a) Coaching qualifications;
 - (b) Coaching experience;
 - (c) Playing experience;
 - (d) Knowledge of and/or willingness to learn about the Canadian Soccer Association's long term player development model.
 - (e) Ability to communicate effectively with players and parents;
 - (f) Ability to gain respect of players, parents and officials;
 - (g) Ability to motivate players;
 - (h) Ability to provide a development program that players enjoy;
 - (i) Reliability;
 - (j) Organizational skills;
 - (k) Sportsmanship and willingness to abide by HDSC code of conduct;
 - (l) Willingness to acquire certifications through Soccer Nova Scotia's Education programs as appropriate;
 - (m) Willingness to work in partnership with the technical director to deliver a program aligned with the technical plan and club policies and procedures;
 - (n) Willingness to complete seasonal written player evaluations;
 - (o) Willingness to undergo yearly coach evaluations;
 - (p) Willingness to mentor volunteer coaches.
2. Each coaching term will expire at the end of the summer and winter seasons. Coaches must re-apply prior to the start of each season.
3. Applications for coaching positions will be accepted year-round but positions will generally only be available at the start of the summer and winter seasons.



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PROCEDURE

Coach Recruitment

1. HDSC will send an email communication to the entire membership related to coach recruitment along with a coach application form. This will be completed in advance of the summer (February 1) and winter (August 1) seasons.
2. On or before February 1st of each year, HDSC will send an email communication to the athletic departments of local high schools, colleges and universities related to coach recruitment along with a coach application form. This will be completed in advance of the summer (February 1) and winter (August 1) seasons.
3. On or before February 1st of each year, HDSC will compile a list of potential volunteer coaches as identified on completed registration forms at the start of the summer and winter seasons. A coach application form will be sent to these prospective coaches.
4. On or before February 1st of each year, HDSC Technical Director will identify and recruit U16-Senior club players in advance of the summer and winter seasons.

Coach Application

1. Prospective coaches must complete an application form and submit it to the Technical Director in advance of coach selection for the summer and winter seasons.
2. Prospective coaches must complete the volunteer screening form and Criminal Record Check as per the Volunteer Screening Policy.

Coach Selection

1. Mini Program: The Mini Technical Director, Mini Program Director and Volunteer Director will review applications and select coaches.
2. Youth-Senior Programs: The Technical Director, Vice President of Competitions and Development, Tier 1 Director and Tier 2 Director will review applications. Coach evaluation forms will be reviewed as appropriate in this process. Interviews may be conducted before final coaches are selected.



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RELATED DOCUMENTS

Volunteer Screening Policy
Volunteer Screening Form
Coaching Application Form
Coach Evaluation Form
Soccer NS Policies and Procedures

HISTORICAL DATES

Revised March 18, 2013