

ULTIMATE VICTORIA

REPRESENTATIVE TEAMS POLICY



1. Purpose

1.1. This policy is to specify how Victorian Representative Teams which represent Victoria at national tournaments are selected and organised. These national tournaments include the Australian Youth Ultimate Championships and Australian U22 Ultimate Championships.

2. Definitions

- “Tournament” refers to the national tournament that is the primary event for the Team.
- “Campaign” refers to the national tournament and all related preparation by UV, the Team and the Support Staff.
- “Coach” refers to a Head Coach or Assistant Coach.
- “Team Manager” refers to the Manager responsible for the business of a specified Team.
- “Selector” refers to a person appointed by UV to select the Team and can refer to a Coach if they are appointed as a Selector.
- “Chef de Mission” is defined in this policy in clauses
- “Selection Committee” refers to the group of people tasked with selecting players in a Team.
- “Staff” refers to all volunteer staff working specifically with the Team, such as the Coaches and Managers.
- “Player” refers to a person selected to compete for the Team.
- “Player Candidate” refers to a person who has submitted an expression of interest for a Team and has not yet been selected to a Team.
- “Team” refers to the group of players selected to compete in a division at the Tournament.
- “Selection Event” refers to any event at which Player Candidates are evaluated, and can include competitions attended by both Player Candidates and Players who are not Candidates for the Team.
- “UV Board” refers to the board of directors for Ultimate Victoria

3. Revisions

3.1 This Policy is to be maintained and reviewed by the UV State Team Committee, and endorsed by the UV Board.

3.2 In the event of relevant new national events or changes to existing national tournaments, the UV State Team Committee is ultimately responsible for determining process, until this Policy is updated to reflect the changes.

File path: UV shared\3_Governance\1_Policies	Author: J. Toebelman
Date published: 8/10/21	Date for review: 1/10/22
Version: 1.1	Page 1 of 8

ULTIMATE VICTORIA

REPRESENTATIVE TEAMS POLICY



4. Appointing the Coach, Team Manager and Selectors

- 4.1 The UV State Team Committee will call for and make recommendations to the UV Board regarding the appointment of the Coaches, Team Managers and Selectors required for that Team.
- 4.2 The UV State Team Committee shall ideally include individuals with a balance of representation, knowledge, and relevant experience.
- 4.3 The UV State Team Committee shall consist of minimum three (3) people.
- 4.4 All members of the UV State Team Committee shall declare any potential conflicts of interest to the UV board at the earliest opportunity.
- 4.5 A UV State Team Committee member is ineligible to support the appointment of Coaches, Team Managers and Selectors for a Team if this member intends to apply for a position with the relevant team as a Coach, Team Manager or Selector and/or if they have a conflict of interest.
- 4.6 At the conclusion of their work, the UV State Team Committee shall submit an appointment report to the UV Board.

5. Calling for applications

- 5.1 Each call for applications shall include the role descriptions, a closing date for applications, information regarding how to apply, an email address for where applications are to be submitted, and contact information for at least one member of the UV State Team Committee.
- 5.2 The call for applications shall appear on the UV website, social media channels, and circulated on all relevant email lists.
- 5.3 The call for applications shall allow at least two (2) weeks for applications.
- 5.4 In the event where all roles are not filled, the UV State Team Committee will call for a second round of applications.
- 5.5 If roles are still vacant after a second round of applications, the Committee is permitted to fill those roles via direct appointment.

File path: UV shared\3_Governance\1_Policies	Author: J. Toebelman
Date published: 8/10/21	Date for review: 1/10/22
Version: 1.1	Page 2 of 8

ULTIMATE VICTORIA

REPRESENTATIVE TEAMS POLICY



6. Recommendations to the UV Board

- 6.1 The UV State Team Committee shall consider each application with regard to the selection criteria for the position.
- 6.2 The recommendations for each appointment should be detailed in a document describing the process used by the UV State Team Committee and the reasons for decisions.
- 6.3 The role of the UV Board is to ensure due process is followed by the UV State Team Committee. The UV Board does not have the role to examine the decisions of the Committee unless they relate to the responsibilities and due process of the Committee.

7. Notifying Applicants after decision by UV Board

- 7.1 The Appointment Panel is responsible for notifying each applicant of the success of their application.
- 7.2 Notice of the appointments should be announced on the UV website and social media.

8. Selection Committee

- 8.1 The role of a Selector is to work as part of a Selection Committee to select the Players for the Team.
- 8.2 The Selection Committee for any one Team must have a minimum of three (3) Selectors.
- 8.3 Coaches will fulfil the role as a Selector for their Team and include at least one external Selector.
- 8.4 For a Mixed Team, there must be a minimum of one (1) male-identifying Selector and one (1) female-identifying Selector on the Selection Committee.
- 8.5 A Selector can be appointed to more than one Selection Committee for a Campaign.
- 8.6 The Selection Committee must not be wholly comprised of members of a club affiliated with UV.
- 8.7 The Selection Committee must submit a written report to the UV State Team Committee detailing the selection process of the team.
- 8.8 The Selection Committee must provide written feedback to unsuccessful players who request it.

File path: UV shared\3_Governance\1_Policies	Author: J. Toebelman
Date published: 8/10/21	Date for review: 1/10/22
Version: 1.1	Page 3 of 8

ULTIMATE VICTORIA

REPRESENTATIVE TEAMS POLICY



9. Staff

9.1 Head Coach

- 9.1.1 The UV State Team Committee appoints the Head Coach for a Team.
- 9.1.2 The Head Coach is primarily responsible for the planning and preparation of the Campaign.
- 9.1.3 Head Coach registration fees, travel costs to the tournament (e.g. interstate flights, buses, or fuel), and accommodation costs for the duration of the tournament will be subsidised by the players selected on the team.
- 9.1.4 The UV State Team Committee reserves the right to split the Head Coach responsibilities between candidates for a Team.

9.2 Assistant Coach

- 9.2.1 The UV State Team Committee appoints one or more Assistant Coaches for a Team, which may involve consultation with the appointed Head Coach.
- 9.2.2 The Assistant Coach is responsible for supporting the Head Coach in preparing teams for competition.
- 9.2.3 Assistant Coach registration fees, travel costs to the tournament (e.g. interstate flights, buses, or fuel), and accommodation costs for the duration of the tournament will be subsidised by the team.
- 9.2.4 If two Assistant Coaches are appointed to a team, then 50% of the above costs will be subsidised by the players selected on the team.

9.3 Team Manager

- 9.3.1 The Team Manager is responsible for the management and finances of their Team.
- 9.3.2 A Team Manager may manage multiple teams in the same Campaign.
- 9.3.3 Team Manager registration fees, travel costs to the tournament (e.g. interstate flights, buses, or fuel), and accommodation costs for the duration of the tournament will be subsidised by the players selected on the team.
- 9.3.4 If a Team Manager manages multiple teams, then the above costs will be subsidised evenly by those players across these teams.

9.4 Staff agreement

- 9.4.1 All Coaches and Team Managers must read and sign a Staff Member Agreement.

9.5 Staff Subsidies

- 9.5.1 It is expected that the players selected on a team will only be required to subsidise expenses to the equivalent of three Staff Members.
- 9.5.2 The UV State Team Committee reserves the right to delegate Staff subsidies upon appointment the number of Staff for a team is more than three people.

10. Chef de Mission

- 10.1 The UV State Team Committee may appoint one Chef de Mission for the Campaign.

File path: UV shared\3_Governance\1_Policies	Author: J. Toebelman
Date published: 8/10/21	Date for review: 1/10/22
Version: 1.1	Page 4 of 8

ULTIMATE VICTORIA

REPRESENTATIVE TEAMS POLICY



- 10.2 The Chef de Mission is required to attend the Tournament and the role exists primarily for the duration of the Tournament.
- 10.3 The Chef de Mission is the initial point of contact for all Victorian Teams at the Tournament and shall be introduced as such at captains' meetings.
- 10.4 The Chef de Mission is an independent arbiter regarding issues of Player conduct at the Tournament.
- 10.5 The Chef de Mission cannot hold a position as a Manager, Coach, or Player.
- 10.6 If appointed for the Campaign, the role and responsibilities of the Chef de Mission shall be communicated to all Staff and Players, by the UV State Team Committee, at the earliest opportunity.

11. Uniforms

- 11.1 The Team Managers are responsible for coordinating and ordering uniforms for their Team.
- 11.2 The Team shall abide by the required Uniform guidelines for the Tournament as outlined in the AFDA Uniform Policy and UV State Team Staff Induction Manual.
- 11.3 The Team shall not alter in any way the standard Victorian state team uniform design without consulting with the UV State Team Committee first in accordance with the guidelines provided.

12. Player Candidates and Players

- 12.1 Player Eligibility
 - 12.1.1 Player Candidates must be current members of UV and/or ensure they have an AFDA account with a contact email matching any Player Expression of Interest.
 - 12.1.2 Player Candidates must be eligible to play in the division which they apply for.
- 12.2 Call for Player Expressions of Interest
 - 12.2.1 The State Team Committee is responsible for issuing the call.
 - 12.2.2 The call for Player Expressions of Interest shall include information regarding the selection criteria for the Team, the eligibility requirements, the date and venue of Selection Events, the divisions available, estimated financial commitments to Players and contact details for a representative from the Selection Committee.
 - 12.2.3 Player Expressions of Interest shall call for the following information at a minimum: name, gender, contact details, city of residence for the campaign, and nomination of which Teams the Player is interesting in trying out for.

File path: UV shared\3_Governance\1_Policies	Author: J. Toebelman
Date published: 8/10/21	Date for review: 1/10/22
Version: 1.1	Page 5 of 8

ULTIMATE VICTORIA

REPRESENTATIVE TEAMS POLICY



12.2.4 The Selection Committee for any team may request additional information to be collected in the Expression of Interest.

12.3 Player Agreement

12.3.1 Players are required to read and sign the Victorian State Campaign Player Registration and Agreement form and abide by the code on conduct outlined in this document.

12.3.2 Team Managers shall require Players to read and sign this agreement shortly after the Team is selected.

12.3.3 Any Player who joins the Team after the Team is selected is also required to read and sign this agreement.

13. Selection Events

13.1 Requirement for Selection Events

13.1.1 When there are expected to be more Player Candidates than likely Players, the Selectors shall organise, in collaboration with the Coach and Manager, at least two (2) Selection Events at which Player Candidates can be evaluated by the Selectors.

13.1.2 The Victorian Ultimate Championships can be classed as a Selection Event by Selectors for Under 22 Campaigns

13.1.3 UV High School State Championship events can be classed as Selection Events by Selectors for Under 18 Campaigns

13.2 Distribution of duties

13.2.1 Selectors are responsible for fulfilling their selection duties at the Selection Event.

13.2.2 Selection committees shall liaise with one another where necessary with regards to scheduling times and locations for Selection Events.

14. Selection Process

14.1 Selection Criteria

14.1.1 The Selection Committee must create and refer to Selection Criteria when selecting players on a team.

14.1.2 This Selection Criteria must be made available to Player Candidates and the UV State Team Committee.

14.2 Team Size

14.2.1 The Selection Committee may select Squad Members, who are not on the Team, but will train to a partial or full extent with the Team.

File path: UV shared\3_Governance\1_Policies	Author: J. Toebelman
Date published: 8/10/21	Date for review: 1/10/22
Version: 1.1	Page 6 of 8

ULTIMATE VICTORIA

REPRESENTATIVE TEAMS POLICY



- 14.2.2 Whenever possible, the Selection Committee must choose a Team to meet minimum roster sizes as mandated in the AFDA Australian Youth Ultimate Championships and AFDA Australian U22 Ultimate Championships Policies.
- 14.2.3 If further Players need to be added to the Team after the Team is selected, the Selection Committee shall select those further Players from outside other selected Teams attending the Tournament. Providing additional Selection Events is at the discretion of the Coach, Selection Committee and Team Manager.
- 14.3 Preferences of Teams
 - 14.3.1 Where Players may try out for more than one (1) Team for the tournament, the Selection Committees shall call for preferences of which Team each Player Candidate is trying out for, before the first Selection Event.
 - 14.3.2 Players must be given the opportunity to change their preferences following the first Selection Event.
- 14.4 Breaking deadlocks
 - 14.4.1 If the Selection Committee reaches a deadlock over an action to take or Player to select, the UV State Team Committee shall decide the means for breaking the deadlock. The means can be referring to another Selector or Selection Committee.
- 14.5 Requirements of Player Candidates
 - 14.5.1 The Selection Committee can set minimum requirements for selection to the Team such as attendance or performance benchmarks within their selection criteria.
- 14.6 Notification and Feedback
 - 14.6.1 Once the Team is selected, the Selection Committee shall provide feedback on Players at the request of the Head Coach, either to the Players directly or via the Head Coach.
 - 14.6.2 The Selection Committee is responsible for notifying each Player Applicant regarding the success of their selection.
 - 14.6.3 Notice of the selections shall be provided to the Player Candidates first, followed by an announcement on the UV website and social media.

15. Player dismissal

- 15.1 Staff have the authority to dismiss a Player from the Team or Squad at any point in the campaign.
- 15.2 Staff shall provide an explanation to the Player at risk of dismissal why they are at risk, at the first reasonable opportunity.

File path: UV shared\3_Governance\1_Policies	Author: J. Toebelman
Date published: 8/10/21	Date for review: 1/10/22
Version: 1.1	Page 7 of 8

ULTIMATE VICTORIA

REPRESENTATIVE TEAMS POLICY



15.3 Staff shall provide an explanation to the Player as to how and when they can demonstrate behaviour that will keep them on the Team or Squad.

15.4 A Player shall be given a reasonable opportunity to demonstrate the desired behaviour except in cases where the behaviour that put the Player at risk brought significant threat, danger or disrepute to the Team or Squad.

16. Appeals

16.1 If a Player Candidate or Player chooses to appeal a decision of the Selectors, all parties concerned shall follow the Grievance Procedure as outlined in the UV Association Rules.

File path: UV shared\3_Governance\1_Policies	Author: J. Toebelman
Date published: 8/10/21	Date for review: 1/10/22
Version: 1.1	Page 8 of 8