

## Coaching Committee

### Terms of Reference

This document is to be read in conjunction with the HQ Committees Charter

<b>Purpose of the Committee</b>	<p>The Coaching Committee (CC) assists and advises Hockey Queensland on fulfilling its oversight responsibilities relating to:</p> <ul style="list-style-type: none"> <li>To increase the participation and standard of coaching throughout Queensland.</li> <li>To ensure adequate educational standards are maintained for coaches.</li> <li>To ensure an inclusive philosophy is maintained.</li> <li>To develop a close working relationship with schools, all affiliated associations and other educational institutions to enhance the development of Coaching.</li> <li>To develop close relationships with the QAS (via the HQ High Performance Manager)</li> <li>To drive the #TeamQld culture.</li> </ul>
<b>Membership</b>	<p>Membership of the Committee will promote gender balance and will consist of:</p> <ul style="list-style-type: none"> <li>Chairperson.</li> <li>HQ Education Coordinator</li> <li>HQ Athlete Development Coordinator.</li> <li>A High-Performance Coaching representative.</li> <li>An RCD representative.</li> <li>3 other representatives who has experience, knowledge and understanding of coaching.</li> </ul>
<b>EOI's and Criteria</b>	<ul style="list-style-type: none"> <li>EOI's for positions will be called for by HQ as per the Charter each year.</li> <li>All Nominees must have current or historical coaching accreditation.</li> <li>Appointment process will be followed as per the Committee Charter.</li> </ul>
<b>Term</b>	<p>Chair Two (2) years          High Performance &amp; RCD Representative Two (2) years then One (1)          3 other representatives One (1) year then Two (2).</p>
<b>Quorum</b>	<p>As per the Charter:          The quorum of meetings shall be:</p> <ul style="list-style-type: none"> <li>Committees with 6 or more members - 4 members</li> <li>Committees with 5 or fewer members - 3 members</li> </ul>
<b>Delegated Authority</b>	<p>The CC will undertake its responsibilities and make recommendations for improvement to HQ in the following areas:</p>
<b>1. Policy</b>	<p>Establish, implement, monitor the effectiveness and review the required policies to ensure alignment with National policies and relevance for Queensland.</p>
<b>2. Finance</b>	<p>The budget and expenditure for Coaching activities will be determined by the CEO, which must include sign off by Hockey Queensland Board. It is expected recommendations on program activities to come through this Committee to the CEO.</p>
<b>3. Education and Accreditation</b>	<ul style="list-style-type: none"> <li>Foster and promote a culture amongst the network of coaches that is aligned with the HQ ethos of fair play and sportsmanship and the Codes of Conduct set down by Hockey Queensland and Hockey Australia</li> <li>Promote awareness of the pathways available for coaches and encourage the</li> </ul>

	<p>use of the National and State accreditation program..</p> <ul style="list-style-type: none"> <li>• Oversee Delivery &amp; Quality of all National and State Coaching Courses.</li> <li>• Identify, Encourage &amp; Recruit Coaches to apply for Qld Team positions.</li> <li>• Identify possible gaps in the Coaching Pathway.</li> <li>• Assist in Identifying opportunities for Coach Development.</li> </ul>
<b>4. Development</b>	<ul style="list-style-type: none"> <li>• Provide assistance and development of resources for all levels of Coaches.</li> <li>• To initiate and conduct a minimum of 2 Coach Conferences annually, one focusing on Participation and one on High Performance.</li> <li>• To assist in Talent Identification of Coaches (particularly from Regional areas).</li> </ul>
<b>5. Communication</b>	<p>Provide feedback in a timely manner on requests from HQ, HA and other relevant stakeholders.</p> <p>Provide regular communication regarding achievements and updates to HQ for distribution to members.</p>
<b>Reporting</b>	<p>Provide timely provision of the meeting minutes to the HQ Board via designated portal and report progress of their Operational Plans to the HQ Board at least once annually.</p>