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# State Representative Program Handbook

(Youth, Juniors, and Senior teams)

Last update - 01/05/2024

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<b>Introduction</b>	<b>2</b>
<b>Background</b>	<b>2</b>
<b>State Team Management Panel (STMP)</b>	<b>4</b>
<b>STMP Roles</b>	<b>4</b>
<b>Volleyball Tasmania State Team Objectives</b>	<b>4</b>
<b>Volleyball Tasmania State Team Selection Criteria</b>	<b>5</b>
<b>Volleyball Tasmania State Team Selection Process</b>	<b>6</b>
<b>Mentor Coach</b>	<b>7</b>
Roles & Responsibilities:	7
Selection Process of Mentor Coach:	7
<b>Head Coach</b>	<b>7</b>
Roles & Responsibilities:	7
Selection Process of Head Coach:	8
<b>Assistant Coaches</b>	<b>8</b>
Roles & Responsibilities:	8
Selection Process of Assistant Coach:	9
<b>Head of Delegation</b>	<b>9</b>
Roles & Responsibilities:	9
Selection Process of Head of Delegation	9
<b>Athletes</b>	<b>9</b>
<b>Parents</b>	<b>10</b>
<b>Team Preparation</b>	<b>12</b>
<b>Finances</b>	<b>12</b>
<b>Uniforms</b>	<b>14</b>
<b>Accommodation</b>	<b>14</b>
<b>Transport</b>	<b>15</b>
<b>Food &amp; Beverage</b>	<b>16</b>
<b>Alcohol</b>	<b>16</b>
<b>Mobile Phones &amp; Social Media</b>	<b>17</b>
<b>Family Contact at championships</b>	<b>17</b>
<b>Conflict Resolution</b>	<b>17</b>
<b>2023 Key Information</b>	<b>18</b>
<b>2023 Key Dates</b>	<b>18</b>
AJVC 2023	18
AYVC 2023	19
Senior competition 2023	19



## Introduction

Volleyball Tasmania (VTi) would like to congratulate you for being part of our representative family. This handbook provides useful information to athletes, coaches, managers and families about how the state representative program operates.

Thank you for contributing to making volleyball in Tasmania such a successful endeavour.

Adrien Ickowicz

Director of Coaching

Volleyball Tasmania

## Background

VTi selects and sends multiple state representative squads of male and female athletes annually to compete at the Australian Junior Volleyball Championships (AJVC), the Australian Youth Volleyball Championships (AYVC) and other senior national volleyball championships. These are the official national indoor underage volleyball tournaments, endorsed by Volleyball Australia (VA).

The championships provide Tasmanian volleyball athletes with the opportunity to compete at the highest national level. Athletes are selected to the squad from open trials based on the geographic location of where the athletes are living and playing within Tasmania.

Where there are enough athletes in a particular age group VTi will assess the possibility of entering more than one team in each age group.

VTi's overarching philosophy is to offer "more athletes more opportunity". In doing so we can foster a great volleyball experience, develop our athletes and give them the benefit of a sport for life.

## State Team Management Panel (STMP)

Each year, prior to the state team processes starting, the state team management panel will be formed. The following will form part of the STMP:

- Volleyball Tasmania's Executive Officer (EO)
- Volleyball Tasmania's Director of Coaching

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- Volleyball Tasmania's Director of Refereeing
  - Volleyball Tasmania's Junior Development Manager
  - Up to 3 Volleyball Tasmania Board members (including the ones responsible for JDP and High Performance)

## **STMP Roles**

Prior to the tournament the STMP will:

- call for expressions of interest from those wishing to be selected to squad staff positions.
- select and announce the appointments of all the squad staff positions.
- secure advanced bookings for appropriate travel.
- secure advanced bookings for appropriate accommodation.
- secure appropriate transport for team travel during the tournament.
- provide administrative support to squad staff.
- submit necessary paperwork with Volleyball Australia and championship organisers.

## **Volleyball Tasmania State Team Objectives**

- To identify athletes that display the character traits and athletic ability to be able to represent Tasmania in an Australian Junior/Youth/Senior Championships.
- To identify coaches that display the character traits and ability to be able to represent Tasmania in an Australian Youth/Junior/Senior Championships.
- To assist both athletes and coaches in their development toward competing at an elite level.
- To consistently field teams with great culture at a National level.

## **Volleyball Tasmania State Team Selection Criteria**

To be selected for the State Team Program athletes should display most of the following elements:

- Be an outstanding team player and supporter of team mates.
- Display a fair-play attitude, at every opportunity (local/social/state competition all year round)
- Be highly receptive to coaching.
- Demonstrated attitude to become a better Volleyball player.
- Demonstrated desire to do their best not only in volleyball, but in educational, vocational and personal life.
- Outstanding desire and commitment to working hard at improving mental, physical and volleyball skills.
- Potential to compete successfully at the national level.
- Athletic ability e.g. speed, vertical leap, and skill.
- Depending on the competition, additional qualifications may be required, such as referee accreditation level. If that is the case, VTi will offer a course to meet these. Athletes will be required to attend.

## **Volleyball Tasmania State Team Selection Process**

Selection will be achieved through:

- Observation & evaluation of the athletes at VTi State Team Trials and any pre-tournaments/competitions.
- Observation & evaluation of the athletes at VTi programs.
- Observation & evaluation of athletes in VTi or school competitions and events.

\*For AVA (Australian Volleyball Academy) athletes, a decision will be made by the STMP following close discussion with AVA director and respective coaches, and also interviewing the athletes.

\*\*For Tasmanian athletes not based in Tasmania : a decision will be made by the STMP, Head coach and Assistant coach if a clear benefit is identified from having them in the team

**Final Process:**

At the conclusion of the above process of observation, consultation and evaluation:

- Squad selection panel (squad head coach, director of coaching and relevant age group coach/JDP manager/High Performance manager where appropriate) to meet and finalise selections.
- Selection and non-selection must then be communicated to the athletes. We encourage this to be done face to face, as a guide we aim to provide at least three succinct development points regarding areas that require further development to any non-selected athletes.
- Coaches may invite additional players to join the training session if they believe they need them to facilitate the development of the team. These players will be designated as *shadow* players, and will be eligible to tour in case a selected player becomes unavailable. Costs to be detailed at the time of the trials.
- Selections will be announced firstly individually and then to the group and finally on the VTi website & social media.

## Mentor Coach

### Roles & Responsibilities:

- Complete all paperwork required by VTi and VA in a timely manner and uphold the conditions and rules prescribed.
- Represent Tasmania and VTi with professionalism at all times, on and off the court.
- Ensure that the teams and coaches are well prepared, organised and that the coaching staff are well-respected role models for our elite athletes.
- Consult with the Head Coach, Assistant Coach (if appointed) and Head of Delegation to plan out the team's preparation.
- Support the VTi office staff, selected State team coaching and support staff with preparations for the AJVC/AYVC/Senior Champs including; selection of athletes, trials, practice and camp planning, team logistics including travel plans, meal planning etc.
- Attend State Team Coaches' meetings and Development sessions.
- Depending on the competition, additional qualifications may be required, such as coaching and refereeing accreditation level.

### **Selection Process of Mentor Coach:**

- Must hold a current WWVP card and supply the VTi office with a copy of it.
- Call for Expressions of Interest for the position.
- STMP may also approach suitable Coaches in the community and seek their EOI.
- Aim to close Expressions of Interest 14 weeks prior to the tournament start date.
- STMP to short-list soon after.
- Recommendations to the VTi Board of Directors 12 weeks prior to tournament for ratification.
- Successful & unsuccessful applicants who have been interviewed notified 10 weeks prior to the tournament.

## **Head Coach**

### **Roles & Responsibilities:**

- Complete all paperwork required by VTi and VA in a timely manner and uphold the conditions and rules prescribed.
- Represent Tasmania and VTi with professionalism at all times, on and off the court.
- Ensure that the team is well prepared, organised and that the Head Coach is a well-respected role model for our elite athletes.
- Consult with the Assistant Coach, Mentor Coach (if appointed) and Head of Delegation to plan out the team's preparation.
- Support the VTi office staff, selected State team coaching and support staff with preparations for the AJVC/AYVC/Senior Champs including; selection of athletes, trials, practice and camp planning, team logistics including travel plans, meal planning etc.
- Attend State Team Coaches' meetings and Development sessions.
- Depending on the competition, additional qualifications may be required, such as coaching and refereeing accreditation level.

### **Selection Process of Head Coach:**

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- Must hold a current WWVP card and supply the VTi office with a copy of it.
- Call for Expressions of Interest for the position.
- STMP may also approach suitable Coaches in the community and seek their EOI.
- Aim to close Expressions of Interest 14 weeks prior to the tournament start date.
- STMP to short-list soon after.
- Recommendations to the VTi Board of Directors 12 weeks prior to tournament for ratification.
- Successful & unsuccessful applicants who have been interviewed notified 10 weeks prior to the tournament.

## **Assistant Coaches**

### **Roles & Responsibilities:**

- To assist and support the selected Head Coach in all facets of the State Team program, including; selection of athletes, trials, practice and camp planning, game preparation, uniform orders, team logistics including travel plans, meal planning etc.
- Complete all paperwork required by VTi and VA in a timely manner and uphold the conditions and rules prescribed.
- Represent Tasmania and VTi with professionalism at all times, on and off the court to ensure that the Assistant Coaches are well respected role models for our elite athletes.
- Follow the direction of the Head of Delegation.

### **Selection Process of Assistant Coach:**

- Must hold a current WWVP card and supply the VTi office with a copy of it.
- Call for Expressions of Interest for the position
- STMP may also approach suitable Coaches in the community and seek their EOI
- Expressions of Interest close and applications are reviewed by the STMP
- STMP consult with the Head Coach before selecting one or two Assistant Coaches per team.

## Head of Delegation

### Roles & Responsibilities:

- Represent and advocate for the Tasmania Representative Program as the primary lead for all liaison with AJVC/AYVC/Senior Champs Organisers and VA.
- Lead the completion and compliance of paperwork required by VTi and VA in a timely manner and uphold the conditions and rules prescribed
- Represent Tasmania and VTi with professionalism at all times, ensuring that the VTi Head of Delegation is a well-respected role model for our representative athletes
- In conjunction with the EO and Coaches coordinate all facets of state team administration and preparation for tournament including training and pre-tournament bookings, accommodation, meal and travel planning.

### Selection Process of Head of Delegation

- Appointed by the SMTP.
- Must hold a current WWVP card

## Athletes

As an athlete involved within a VTi squad, you agree to participate and abide by the following code of conduct:

- respect the privacy, rights and dignity of fellow athletes, coaches, officials and spectators, both on and off the court;
- conduct yourself in a respectful manner at all times ;
- care for, respect and wear with pride all official VTi attire;

- co-operate with all coaches and staff;
  - be honest with coaches and staff concerning illness or injury;
  - understand that participation in any particular game will be at the discretion of the coaching staff;
  - play by the rules and in the spirit of the game;
  - appreciate and respect the tradition of Tasmania teams and those that have come before me;
- and
- work hard to leave a positive legacy of 'my own'.
  - Respect and accept the selection process;
  - Follow VTi's and VA's code of conduct.

## **Parents**

VTi understands how important the positive support of parents is to both the athletes and the squad. VTi requires the following assistance to ensure everyone has a positive experience:

- supporting your child and the coaching staff;
- ensuring your daughter/son is punctual for all team commitments;
- providing prompt payment of fees in accordance with invoices;
- encouraging your daughter/son to take responsibility for their performance;
- using good nutrition principles for your daughters'/sons' diet;
- providing a positive example of conduct and behaviour on and off the court;

➤ Acknowledging that there are times when it may be difficult to accept your daughters'/sons' court time or playing position on the team. It is important to understand that the coaching staff will make judgement decisions based on what they believe to be best for all team members, team performance and the overall State program. The following issues are not appropriate to discuss with coaching staff:

- playing time
  - team strategy
  - other players
  - players position on the team
  - any decision made by the coaching staff relating to volleyball performance.
- using positive phrases to support and not coaching your daughter/son, or other players, from the sideline or stands;
- following appropriate channels of communication, enabling parents and coaches to work effectively together. In most circumstances, the Team Manager can address any concerns. However please notify coaching staff of the following:
- advance notification of any schedule conflicts;
  - any health issues concerning your child (the athlete);
  - any distractions that may be affecting your child's athletic performance.
  - any distractions that may be affecting your child's athletic performance.
- Respect and accept the selection process

## **Team Preparation**

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The athletes' welfare must always be the highest priority in teams' preparation. The preparation of the State Teams is as follows:

- All players must be encouraged to join, and play and train with a VTi club
- Squad trials and trainings must start at the latest 6 weeks prior to the competition.
- After trials, a team will be formed but the Head coach and Assistant coach reserve the right to invite extra players to accommodate training, cover injuries or any other incident. The head coach and Assistant coach also reserve the right to disqualify players if they do not respect the code of conduct at any point (training, local/state competition, VTi program).
- Weekly / fortnightly training session/s including open trials.
- The Coach will organise practice games against a variety of opposition

## **Finances**

The VTi approach to Representative Programs is simply to not make money out of our representative players and their families. All representative programs are run to a small loss or break even. VTi endeavours to keep costs as low as possible. State representative selection requires a significant financial investment. To help prepare towards this, VTi provides an itemised invoice for all athletes. Parents are welcome to seek a breakdown of expenses from the EO.

Each athlete invoice is inclusive of flights, transfers, accommodation, team fees, group physio, uniform (may vary per individual) and the team budget for the week of the championships for things like meals, petrol etc. The costs of volunteer coaching staff are also incorporated. Any pre-tournament expenses will be additional.

An appropriate team budget for food and expenses for the week of the championships is set by VTi. At the end of AJVC/AYVC/Senior champs, each team's budget is reconciled by VTi and for audit purposes all receipts are required. A great way to avoid losing a receipt is to take a photo on your phone.

The cost varies from approximately \$1200 - \$2400 per player inclusive of all expenses depending on the location and duration of the tournament. These costs cover the playing and travelling gears, accomodation, travel and tournament fees.

- Athletes will not be permitted to travel and compete in the AJVC/AYVC/Senior competitions until all previous accounts have been settled with the VTi;
- we encourage teams to think of creative ways to fundraise;
- Team sponsors and individual athlete sponsors are welcome but prior approval must be gained from VTi;
- Players who withdraw from the program after the cut off date may not be eligible for any refund. Special provision is set aside for COVID related situation, in respect with the states' and federal health advice applicable at the time;
- Athletes will be asked to pay in one or two instalments.
- Team/squad fundraising is welcome however approval must be gained from VTi prior to the planned fundraising event to ensure that there is no conflict of interest;
- Any approved team fundraising activity will be divided evenly between the team athletes, regardless of who was, or was not, involved in fundraising. All raised funds will go directly to the team's costs after covering expenses and any extra funds raised beyond team expenses for the AJVC/AYVC/Senior competition will be distributed across the squad;
- VTi can provide advice to athletes seeking government grants.
- Athletes can request payment plans.
- Some hardship assistance is available. Please ask any athletes to contact the VTi EO in the first instance.

### ***Useful Links***

Australian Sports Foundation

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<https://asf.org.au/>

Local Sporting Champions

[https://www.sportaus.gov.au/grants\\_and\\_funding/local\\_sporting\\_champions](https://www.sportaus.gov.au/grants_and_funding/local_sporting_champions)

Please be aware that all financial transactions are to be completed through the VTi office or via an online payment system.

## Uniforms

All official apparel to be worn by members of the VTi squad coaching and support staff will be designed and made through VTi's official apparel provider. We encourage uniform orders to be made sooner rather than later.

Each athlete is required to have as a minimum the following items as part of their team kit:

- 2 x playing tops (opposite colours)
- 2 x playing shorts
- 1 x polo shirt
- 1 x hoodie
- 1 x tracksuit
- 3 x pairs of socks
- 1 x bag

Coaches will be provided with

- 1 x polo shirt
- 1 x hoodie
- 1 x tracksuit



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- 1 x jacket
- 2 x pairs of socks
- 1 x backpack

## **Accommodation**

All accommodation bookings will be organised by VTi. The following principles are applied:

- VTi will seek the most suitable accommodation possible at an appropriate and affordable budget;
- wherever possible accommodation will have laundry facilities;
- each athlete will have their own bed;
- VTi request that parents do not stay at the same accommodation as the team. This will promote team cohesion and to assist in focusing each player solely on the team and the competition;
- athletes and coaches will occupy separate rooms.

## **Transport**

Air travel to and from AJVC/AYVC/Senior competition is booked by VTi for the squad early in the year in a group master booking. The Squad will travel as a team both ways. Alternative travel arrangements may be permitted under prior agreement with VTi. Such arrangements should be notified to VTi as early as possible prior to departure. Requests must be made by 8 weeks prior to the competition, any requests received after this date may not be able to be made without additional expenses incurred. VTi will set a date when flight changes can be accommodated in line with the master booking. After this date it may not be possible to change the booking. This enables VTi to secure the best price for the travelling party.

Players will be transported at the AJVC/AYVC/Senior competition in appropriate vehicles by the team coaching and support staff.

## **Food & Beverage**

Dining out for the team will be at the discretion of the Coaching Staff, depending on time and budgetary constraints. Assistant Coaches or a supporting parent are best responsible for shopping and organisation of cooking/clean-up. Volleyball Tasmania will ensure the provision of all meals appropriate for athletes needs for the duration of the tournament.

The diet of the team will provide for any declared food allergies/intolerances. Parents/athletes are asked to notify the Team Manager of any specific dietary requirements.

## **Alcohol**

The consumption of alcohol by athletes, whether of legal age or not, is forbidden for the duration of AJVC/AYVC/Senior competition. This starts with the departure of the first competing team/official and ends at the arrival home and collection of the last competing team/official. All Tasmanian players are expected to adhere to this directive and Coaches and Team Managers are responsible to monitor athlete behaviour.

Any athlete that is found to be in breach of this directive may forfeit their position on the team and appropriate disciplinary action will be taken.

## **Mobile Phones & Social Media**

The use of mobile phones at training and the AJVC/AYVC/Senior competition is at the discretion of the coaching staff.

Parents and players are to be aware that the use of mobile phones and social media will be restricted during the AJVC/AYVC/Senior competition. Any negative post on any subject associated with the AJVC/AYVC/Senior competition from an Tasmanian squad member, will be considered a breach of the code of conduct and disciplinary action will be taken.

## **Family Contact at championships**

Athletes will have limited time to spend with parents, friends and families during the AJVC/AYVC/Senior competition. Time set aside for the athletes to spend with their families is at the discretion of coaching staff and is normally after the team has concluded the after game talk and recovery. Parents should be aware that most of the athlete's time will be spent with the Tasmanian squad during the championships. Parents are asked not to provide coaching advice to their child as it may conflict with what the coaches are asking of the athlete within their role on the team.

## **Conflict Resolution**

The primary process for conflict resolution is outlined in the VTi Member Protection Policy, available from the Volleyball Tasmania Homepage. Volleyball Tasmania supports the Australian Volleyball Federation's Member Protection Policy and adopts it wholly as Volleyball Tasmania's Member Protection

Policy applying it to all parties covered by the Member Protection Policy in so far as it applies to Tasmania. For the purposes of this Member Protection Policy all references to Australian Volleyball Federation, (the National body responsible for administering the sport of Volleyball at the national level) should be read as references to Volleyball Tasmania (the state body responsible for administering the sport of Volleyball in Tasmania).

In the event of conflicts arising parties including players, parents, coaches, VTi staff or Board may be engaged to help settle any grievances, complaints or issues that arise.

## **2024 Key Information**

The Australian Junior Volleyball Championships (Junior Champs) is a new event which sees the separation of the Under 19 and Under 23 age group divisions from the past "Australian Junior Volleyball Championships (AJVC)". Traditionally the AJVC hosted Under 17, Under 19 and Under 23 age groups and was restricted in entry to only state representative teams from around Australia and New Zealand.

After years of development and additions of younger age groups, the 2024 championships have been split into 2 separate events. The Australian Youth Volleyball Championships (Youth Champs) and the Australian Junior Volleyball Championships (Junior Champs). The “Youth Champs” will remain as a state representative event with division offerings for under 14, under 15, under 16, under 17 and under 18 age groups. The “Junior Champs” will be expanded to include teams from any affiliated state, association, club, training academy or international federation in under 19 and under 23 age groups.

## **2024 Key Dates**

### **AJVC 2024**

Coaches EOI: Closes 7th April 2024 (14 weeks prior)

Players EOI: Closes 12th April 2024 (13 weeks prior)

Trial period: 14th April 2024 (13 weeks prior)

Teams announced: 21st April 2024 (12 weeks prior)

Training period: 19th May 2023 - 7th July 2024 (9 weeks prior)

Competition date and location: 11 – 14 July 2024, Adelaide, SA

### **AYVC 2024**

Coaches EOI: Closes 1st June 2024 (16 weeks prior)

Players EOI: Closes 1st June 2024 (16 weeks prior)

Trial period: 11th June - 16th June 2024 (14 weeks prior)

Teams announced: 24th June 2024 (13 weeks prior)

Training period: 19th July 2024 - 9th September 2024 (9 weeks prior)

Competition date and location: 14 – 20 September 2024, Bendigo, VIC

### **Senior competition 2024**

To be advised

