

COACH AGREEMENTS

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Does your Association/League/Club have a written agreement for your volunteer coaches?

Do they know exactly what is expected of them as a volunteer coach, and in turn what their Association/League/Club is required to provide them?

It is important that there is a written document outline the various points the Association/League /Club have agreed to with the person taking on the role of a volunteer coach. Coaches should be better appraised of their responsibilities and what the Association/League/Club will provide for them.

WHAT SHOULD BE INCLUDED IN A WRITTEN AGREEMENT FOR COACHES?

1. The agreement should be clear about the many matters which coaches need to know about their appointment with you Association/League/Club. These include:
 - How long the appointment is for
 - What benefits a coach is entitled to receive
 - Who they are accountable to
 - Who they are responsible forIf they are not recorded in some way, differences can arise over what was expected and what was in fact provided or happened.
2. The Association/League/Club should recognise the commitment that the volunteer coach is making. By outline the length and nature of the appointment you are both clear about the future.
3. The Association/League/Club should record any entitlements provided to the coach during the appointment in the agreement. This may include reimbursement of expenses, supply of clothing or an honorarium. The agreement should outline when any entitlement will be provided as well as any conditions involved.
4. As Association/League/Club personnel can change frequently, a written agreement provides stability for both the coach and the Association/League/Club regarding roles and responsibilities.
5. The roles and responsibilities of the coach should be clearly stated in the written agreement or attached duty description.
6. The agreement should refer to any documents that the coach are required to abide by during the appointment (Netball Victoria MPR, Coaches COB, Club Selection Policy).
7. Termination clause – what happens if the coach terminates the agreement, what if the Association terminates, reasons eligible for termination.

Remember that a simple exchange of letters which is agreed upon is a contract and is legally binding, so make sure any written document details everything you understand the arrangement to cover.