

Guidelines for Engagement of Australian Institute/State Institute/Academy of Sport (AIS/SIS/SAS) Program Staff for National Programs

Purpose

To provide guidelines to national sporting organisations¹ (NSO's) and AIS/SIS/SAS in negotiating engagement of AIS/SIS/SAS staff in national team activities.

Background

AIS/SIS/SAS program coaches and service staff's primary responsibility is to ensure the effective daily delivery of programs and services to AIS/SIS/SAS athletes in line with a sports agreed program and National plan.

It is acknowledged that through AIS/SIS/SAS programs, coaches and service staff contribute to the development of athletes in a national context.

For service requirements beyond the day to day delivery of programs within the AIS/SIS/SAS's, NSO's have an opportunity to negotiate additional services for the conduct of their high performance program. In line with a national philosophy of a coordinated and planned approach to high performance it is preferred that such requests are made and agreed on an annual basis.

Services covered by these guidelines include but are not limited to:

- Coaching
- Physiology
- Biomechanics
- Strength and Conditioning
- Psychology
- Medical and paramedical
- Athlete Career and Education/Professional Development
- Performance/Technique Analysis
- Team Management/Administration

Standards

1. Costs of travel, food, accommodation, communication with home program and daily allowances, while a staff member is on national duty will be covered by the NSO.
 - AIS/SIS/SAS contribution to staff salary while on national program duties will be agreed to on a case by case basis following consideration of the request under the criteria outlined in point two of the procedures.

Procedures

1. NSO's advise AIS/SIS/SAS of their request for coaches and service staff involvement with National programs, additional to daily program delivery within an AIS/SIS/SAS. As highlighted above it is preferable that this occurs on a planned annual basis.
2. AIS/SIS/SAS review and respond to NSO requests based on the following criteria:
 - a. The role the requested staff member will play in the National program.
 - b. The role that the AIS/SIS/SAS program has within the National program (i.e. priority will be given to sports that have a direct National role within a National Program / Coach based at AIS/SIS/SAS).
 - c. The current status of the AIS/SIS/SAS sport.
 - d. The number of AIS/SIS/SAS athletes that will be directly involved in a proposed activity or event.
 - e. The impact of the staff member's absence on the continuity of service to AIS/SIS/SAS programs.
 - f. The sports assistance (funding or staff) to ensure continuity of service to AIS/SIS/SAS programs during the staff member's absence.
 - g. Overall benefit to the SIS/SAS staff member in relation to their professional development plan.
3. NSO's confirm a staff's successful appointment in writing to both the staff and the AIS/SIS/SAS (preferably a minimum of three months prior to commencement with a project/tour).
4. After notification to SIS/SAS, confirmed appointments should be reflected in AIS/SIS/SAS sports specific service plans and/or agreements.
5. NSO's report back to AIS/SIS/SAS and staff on the individual's role and performance within one month of completing a work project.

Special Note

At its meeting 2/3 July 2009 NESC agreed that the document be adopted as a guideline acknowledging that NESC members have the flexibility to negotiate individual arrangements where necessary.