

Coaching Policy

Approved June 13, 2024

Direction

Coaches are under the direct supervision of the Club Technical Director, who will be authorized to determine the process for identification and appointment of coaches, including recruitment, applications, interviews, reference checks, etc. At a minimum, applicants are expected to submit a resume of coaching, educational, and professional qualifications along with references.

Minimum Certification Requirements

All LUVC coaches must possess the minimum requirements listed by the OVA in order to be a Head Coach or Assistant Coach. The Board may waive this requirement for coaches or assistant coaches at its discretion upon receipt of a written commitment by the coach to complete the required certification at its earliest availability.

Screening

All coaches are subject to a Police Record Check (PRC) and Vulnerable Sector Screening (VSS) every three years, in accordance with OVA policy. Any new coach joining the coaching staff must obtain a new PRC and VSS or submit a PRC and VSS no older than 2 years prior to joining the club. All PRC and VSS documentation will be held by the Club Secretary and provided to the OVA upon request.

Coaching Committee

Under the direction of the Club Technical Director, a Coaching Committee shall be raised. The Club President or, at their direction, a Vice President shall be a member of the Coaching Committee. The Club Technical Director will select the remaining committee members. The Coaching Committee will assign coaches to teams, support coaches during the tryout process, and support coaches throughout the season.

Appointment Process

The Coaching Committee will be responsible for appointing coaches to teams annually. The Coaching Committee will submit coach assignments to the Board for approval. The goal is that each team will be assigned the number of coaches deemed adequate to provide appropriate training and coaching at practices and tournaments. For most teams, this will consist of one head coach and one assistant coach. Experience, availability, compatibility, coaching style as it suits the age group, and coach preference will be taken into consideration in placement.

Coaching Consecutive Seasons

In order to provide athletes the benefit of the experience of a number of different coaches over the course of their club career, a Head Coach will be limited to two consecutive years with the same core group of athletes⁴¹. Exceptional circumstance requests to override this condition may be considered by the Club Technical Director.

Parent Coaches

The Club encourages interested parents to pursue coaching certification in order to coach with the Club. A parent shall be limited to two years as head coach for their own child's team. At the 17U and 18U levels, the Club will restrict parents from coaching their own child. Exceptional circumstance requests to override this condition may be considered by the Club Technical Director.

Training, Professional Development, and Evaluation

The Club Technical Director shall develop and implement an annual training and development plan for LUVV coaches. The Club shall endeavour to financially support training and development activities for coaches in accordance with the approved annual budget. Coaches will only be reimbursed for training and development activities upon submission of a receipt for fees incurred and completion of a full season of coaching with the Club.

Coach Honourariums

Head and Assistant Coaches are eligible for an honourarium based on their full-time commitment to the Club during the competitive season (September - June). The maximum honourarium for each coaching category will be set by the Board of Directors at the beginning of the season and approved for payment by the Club Technical Director at year-end (before June 30). At its discretion, the Board, on the recommendation of the Club Technical Director, may adjust the payment to a coach based on their participation in Club activities (practices, tournaments, social events, etc.) throughout the year.

Payment may be withheld at the discretion of the Board if team equipment (ball carts, med kit, training equipment, etc.) has not been returned to the Club.

Expense Reimbursement - Club Budget

Head Coaches and non-parent Assistant Coaches shall be eligible for expense reimbursement from the Club budget related to participation in tournaments as follows:

- Approved transportation (driving) - One coach vehicle will be reimbursed a mileage amount, approved in the Club's annual budget. Coaches are expected to carpool; should coaches opt to arrive separately, only one mileage amount may be requested. Should a coach opt to travel with the team, no mileage reimbursement will be requested. The coach will submit their mileage to the Director of Finance for reimbursement.
- Approved transportation (other) - When distance requires a team to make other arrangements for transportation (air, rail, bus), they will be expected to cover the cost of transportation for their Head Coach and Assistant Coaches.

- Accommodation - The Club will cover up to two coach hotel rooms for tournaments over 150km from Smiths Falls.
- Per diem - The Club will reimburse coaches a set amount for per diem, approved in the annual Club budget. Coaches may request reimbursement from the Director of Finance without receipts.
- Approved equipment/supplies - Coaches may be required to purchase pre-approved equipment or supplies for team purposes and use (ice packs, med kit replacements). Reimbursement, with proof of receipt from the purchase and if the item is on the pre-approved purchase list, will be made through submission of the receipt to the Club's Director of Finance.

Expense Reimbursement - Team Budget

In the case of additional tournaments beyond the scope of the OVA calendar, coaches shall be eligible for expense reimbursement from the team budget as follows:

- Approved transportation (driving) - One coach vehicle will be reimbursed a mileage amount, based on the Club-approved amount. Coaches are expected to carpool; should coaches opt to arrive separately, only one mileage amount may be requested. Should a coach opt to travel with the team, no mileage reimbursement will be requested. The coach will submit their mileage to the Team Manager for reimbursement.
- Approved transportation (other) - When distance requires a team to make other arrangements for transportation (air, rail, bus), they will be expected to cover the cost of transportation for their Head Coach and Assistant Coaches.
- Accommodation - The Club will cover up to two coach hotel rooms for tournaments over 150km from Smiths Falls.
- Per diem - The team will reimburse coaches a set amount for per diem, based on the Club-approved amount. Coaches may request reimbursement from the Parent Rep without receipts.

Coach Uniform/Dress Code

LUVC will provide an approved clothing package for all Club coaches, included within the Club budget. The LUVC dress code for coaches applies:

- Coaches must wear approved and provided LUVC clothing items at all tournaments, games, and exhibitions;
- Coaches must comply with OVA and/or Volleyball Canada policies for events.

[1] Team composition will change from year to year. If a coach starts with a team at 14U and coaches the same core group at 15U, this policy prevents that same coach from coaching the team at 16U even if the team's composition has significantly changed.