ANZ National Coaching Program

Update History

Vers	Name	Date	Section and update summary
1.1	Scott Collett	2013/03/01	**1.2 Point 1 added and reorder of points.**
1.2	Andrew Russell	2013/04/29	**Major Update for Coach Accreditation and Re-Accreditation**

1. National Coaching Program Policy Statement

1.1. Mission Statement

The Archery NZ Coaching programme will provide world class coaching capability to meet archers' needs and support them in achieving their goals and aspirations, from beginner level through to International and Olympic Archery.

1.2. ANZ National Coaching Program Goals

The goals of the ANZ National Coaching Program are to:

- Improve the quality and availability of athlete-focused coaching.
- Maintain a national register of coaches to enable improved communications, and to enable archers to better access coaches in their regions.
- Foster a process of coach development to enable coaches to improve their skills, including coaching seminars to be hosted annually in each district.
- Recognise and acknowledge coaches' actions and achievements, including recognition of gaining qualifications, and the implementation of a "Coach of the Year" award.
- Develop and provide coach accreditation qualifications.
- Coordinate a minimum of one Foundation/Development Coach training course per year in each district, and one Performance training course every two years in each district.
- To increase the number of certified coaches to the following:
    - One Development coach per club
    - Six Performance coaches per district
    - Two High Performance coaches per district
- Regularly review accreditation courses, with a view to maintaining best practice coaching skills, and providing our coaches access to the best materials available.
- Develop and maintain a coach reaccreditation system to ensure consistency of qualifications, provide coaches with professional feedback, and work together on a pathway to individual coach development.
- Develop a High Performance structure to support NZ's elite athletes in achieving excellence internationally.

2. Archery New Zealand National Coaching Program

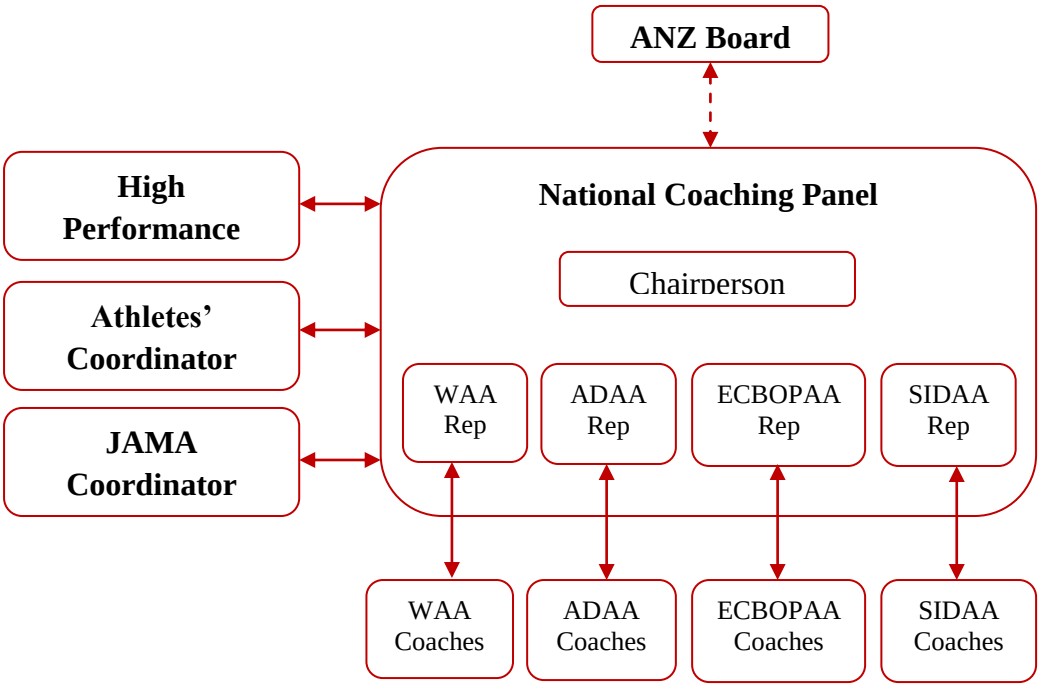
2.1.Purpose

This document serves to detail the way in which the Archery New Zealand National Coaching Program is operated. It contains definitions of the structure and processes which underpin the ANZ Coaching Commission.

It is intended that this document contains all key information for the Coaching Commission such that it acts as a single reference document, and should be updated regularly with changes and improvements – a live document.

2.2.Archery New Zealand Coaching Governance

The ANZ Coaching Commission consists of all members of ANZ who have qualified as Foundation, Development, Performance or High-Performance Coaches. Note that non-ANZ members who undertake the Foundation Coach course do not become members of the Commission.



Coaching Convenor

The Coaching Convenor is elected for two-year terms by the ANZ Coaching Commission meeting, held at the ANZ National Outdoor Championships. The Coaching Convenor chairs panel meetings, the annual Coaching Commission AGM, and acts as the representative of the Coaching Panel in interactions with the Board.

Coaching Panel

The Coaching Commission is managed by the Coaching Panel, which is responsible for day-to-day operations and decisions. Four Coaching Panel members are elected by each district organisation (ADAA, ECBOPAA, WAA, SIDAA). The District Coach Representatives are responsible for communicating with the coaches in their Districts. The Panel is to communicate directly with the key stakeholders in ANZ.

National High Performance Manager

The National High Performance Manager is nominated by the Coaching Panel and approved by the ANZ Board. They shall be responsible for planning the structure and strategy of national high performance archery, and shall report to the Coaching Panel.

Regional Squads

High Performance shall be driven from within the regions, and the Coaching Commission recognises and encourages the district squads which have been formed to develop the level of archery within the regions.

3. Coach Accreditation

3.1. ANZ Coach Framework

The Coaching Commission has reviewed the SportNZ plan for developing coaches, and opted to align the coach development pathway as recommended. The focus on catering for athlete needs will drive a continual improvement on how coaching is delivered to our archers.

Sport NZ identifies the following athlete development pathway:

- Explore
- Learn
- Participate
- Perform
- Excel

The ANZ Coach Framework has been developed to cater for these athlete areas, as per Figure 1 below.

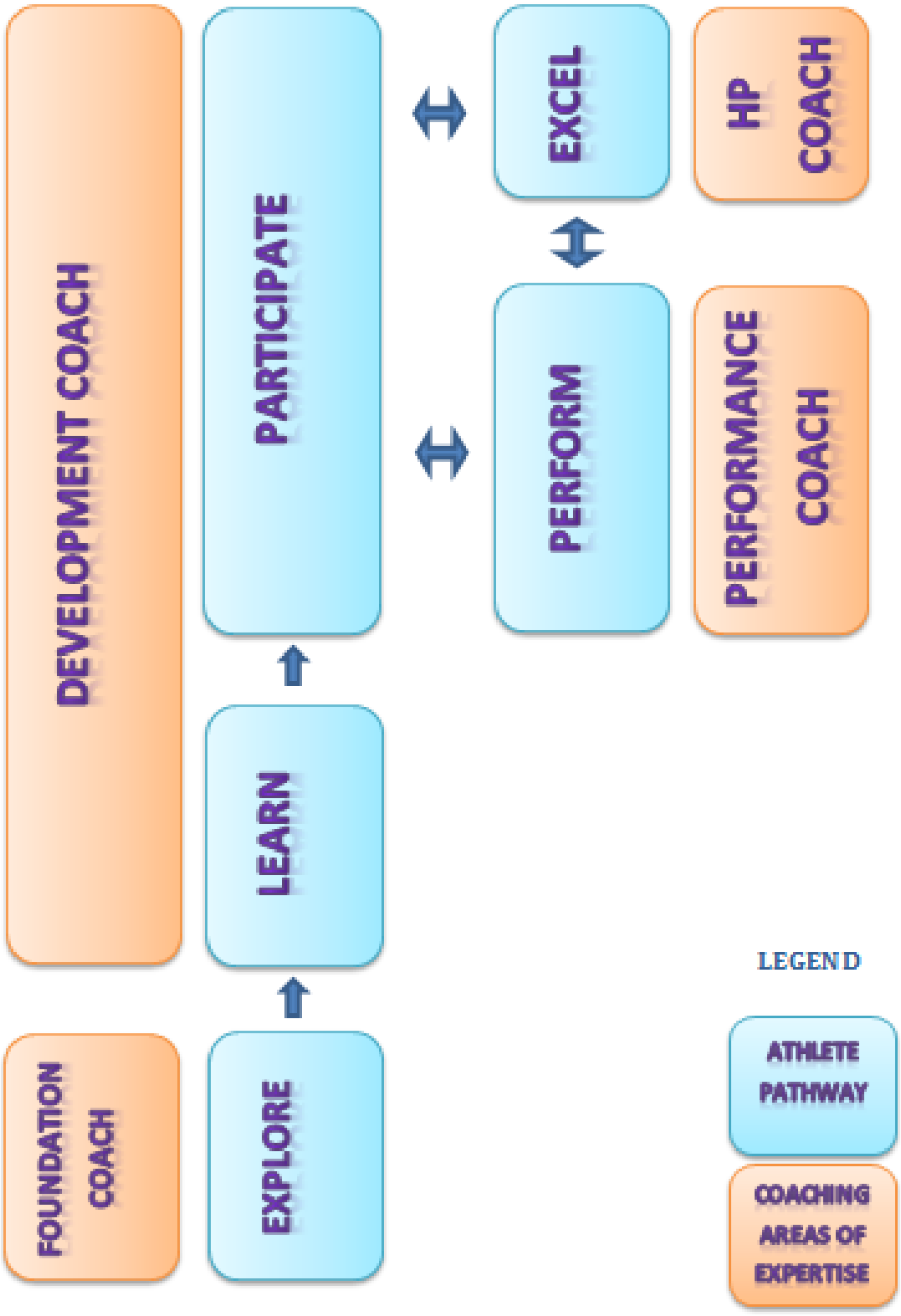


Figure 1: ANZ Coaching Framework

An athlete-oriented structure means that coaches can be experts in their field, rather than the previous system which worked in levels of coaching knowledge.

Foundation Coach
The Foundation Coach works with archers in the "Explore" phase, i.e. have-a-go experiences. This coaching qualification will be offered to ANZ members, but will primarily be focused on external parties, such as instructors running school camps, etc.

Development Coach
The Development Coaches work with archers from beginners all the way to shooting tournaments. These coaches are the heart of club coaching and will undertake the majority of grass-roots coaching around the country. The Development Coach qualification also includes the Foundation Coach course material.

Performance Coach
The Performance Coaches work with the archers in their District who are targeting national and international competitions. They will be involved in talent identification.

High Performance Coach
The High Performance Coaches will work with the country's top athletes, targeting success at international competitions. They will be involved in carrying out the high performance programme, and working with the High Performance Coordinator to further improve the HP programme.

3.2.Attendance Criteria
The following attendance criteria are applicable for undertaking ANZ Coaching courses:

Coaching Course	Prerequisites
Foundation Coach	Candidates must be over the age of 16 years old. A prior knowledge of archery is not a prerequisite. Membership of ANZ is not a prerequisite.
Development Coach	Candidates must be over the age of 18 years old, members of ANZ and have at least two years' experience in the sport of archery.
Performance Coach	TBA - Candidates must be over the age of 18 years old, members of ANZ and have at least two years' experience in the sport of archery. Candidates must have undertaken the Development Coach course, or be assessed at that level.
High Performance Coach	TBA - Candidates must be over the age of 18 years old, members of ANZ and have at least two years' experience in the sport of archery. Candidates must have undertaken the Performance Coach course.

Development, Performance and High Performance Coaches will only have their accreditation recognised while remaining members of ANZ with current accreditation.

3.3.Course Instructors
The Course Instructors (Tutors) must comply with the following prerequisites:

Coaching Course	Instructor's Prerequisites
Foundation Coach	TBA - Instructors must be a Development (or Performance/High Performance) Coach with a minimum of two years of coaching experience.
Development Coach	TBA - Instructors must be a Development (or Performance/High Performance) Coach with a minimum of two years of coaching

	experience.
Performance Coach	TBA - Instructors must be a Performance (or High-Performance) Coach with a minimum of two years of coaching experience.
High Performance Coach	TBA - Instructors must be an experienced High Performance Coach with a minimum of two years of coaching experience.

3.4.Manuals and Handouts

Manuals and Hand-outs are developed and provided by the ANZ Coaching Panel, and shall be made available to Course Instructors electronically. It is the course instructor's responsibility to provide hard-copy manuals for each candidate.

Foundation and Development Coach material will be made public, to encourage greater information sharing at a grass-roots level. Performance and High Performance material will only be available to those undertaking the courses. This protects our intellectual property for high performance coaching elements.

3.5.Fees

Course fees are set by the Coaching Panel. Unless funding is secured to run Coach Training Courses, all courses will run on a user-pays system to fund the following (if required):

- Venue hire
- Materials
- Instructor transport and accommodation
- Other costs as they arise

It is anticipated that course fees will generally be kept to a minimal level by running the course at clubs, with local instructors where possible.

In addition, the course fees will include $10 per candidate for an ANZ member, and $30 per candidate for a non-ANZ member (fees moved by the Coaching Panel on 18/03/2013).

3.6.Coaching Registration

The Coaching Panel will maintain an ANZ Coaching Register detailing names, contact details and information and dates regarding the levels of qualification that each coach has attained. This register will be the primary means of collating contact details for communication with coaches.

There shall be a Coach Registration Form that coaches may fill out and submit to ensure that they are on the register.

Upon completion of coach qualifications, the course instructor should liaise with their District Coaching Representative for certificates to be produced and distributed. The District Coaching Representatives are responsible for ensuring that new coaches are added to the ANZ Coaching Register.

3.7.Prior Learning Including Overseas Coaches

Candidates presenting themselves for accreditation as coaches will be allowed to have their prior knowledge taken into account. This is particularly so in the case of overseas coaches and coaches who have let their accreditation lapse. The ANZ Coaching Panel may grant dispensation for a combination of an interview and/or practical assessment and/or examination to take place of the course syllabus where appropriate and at its discretion. For more information, please contact the ANZ Coaching Panel.

4. Coach Development

4.1.Overview

Continual improvement of our coaches' skills and knowledge is a key prerequisite to advancing the level of archery in NZ. In order to retain coaching accreditation, coaches must show that they are remaining active. This will be monitored by a coach reaccreditation process, supplemented by regional coaching seminars.

4.2.Coach Reaccreditation

Coaches will be reaccredited every 3 years. To streamline and simplify the process, a representative of the coaching panel will contact coaches approaching reaccreditation times to manage the process.

All coaching activities should be recorded in a coaching log book to facilitate ease of reaccreditation. This can either be in the ANZ Coaching Log Book (see appendices), or any other suitable form.

Coaches will be reaccredited under the following systems:

Foundation Coach: Completion of an examination (run at the same time as other Foundation or Development Coach training)

Development Coach: Attainment of 100 reaccreditation points over 3 years, and submission of the self-assessment form.

Performance Coach: Attainment of 200 reaccreditation points over 3 years, and submission of the self-assessment form.

High Performance Coach: Attainment of 300 reaccreditation points over 3 years, and submission of the self-assessment form. High Performance coaches will also have an interview with other High Performance Coach peers (Assessment Panel to be nominated by the ANZ Coaching Panel).

Table 1: Coach Self-Reaccreditation Points System

Activity	Points awarded per activity	Notes
Individual coaching (per hour)	2	
Novice coaching (per hour)	2	

Attending an ANZ coaching seminar	10	
Presenting at an ANZ coaching seminar	20	Points are awarded in addition to Attendance
Organising a regional coaching seminar	20	Points are awarded in addition to Attendance
Publication of a coaching article in a magazine or newsletter	10	
Coaching a regional or national squad (per day)	15	
Attending a tournament as coach of a New Zealand team	30	
1-on-1 Coach Mentoring (per hour)	2	Points are awarded for both mentor and mentee
Instruct a Foundation Coach Course	25	
Instruct a Development Coach Course	40	
Instruct a Performance or High-Performance Coach Course	60	
Conduct assessments of a group of coach candidates	20	

Should a coach not achieve sufficient points for reaccreditation, the Coaching Panel will determine the course of action on a case-by-case basis. The course of action should be a pragmatic approach with a view to keeping the coach involved in the ANZ coaching structure.

4.3.Regional Seminars

Regional coaching seminars are an opportunity for nearby coaches to share knowledge and teach new skills.

Regional Seminars for coaches are to be held at least annually, and organised by the district coaching representative (organisation may be delegated). It is expected that as part of continual performance development, attending coaches will generally research a topic and present it (where time permits).

It is recommended that these seminars are run between May-September to avoid the NZ outdoor tournament season, which is a busy time of year. Seminars will often be run at archery clubs to keep costs down. Where costs are incurred, they shall preferably be covered by any funding available for coach development, else split as a registration fee between attendees.

5. High Performance

The High Performance area of ANZ Coaching will be developed following the completion of the grass-roots coaching structure and qualifications, which is the preliminary focus.

5.1.Overview

To be developed

5.2.High Performance Coordinator

To be developed

5.3.High Performance Squad

To be developed

6. Appendices

6.1.Coach Training Course Registration Form

To be developed

6.2.Coach Registration Form

To be developed

6.3.Coach Reaccreditation Form

To be developed

6.4.ANZ Coaching Log Book

To be developed

6.5.Coaching Archers with a Disability

To be developed

6.6.Certificates

To be developed