

BASEBALL PEI POLICY

Provincial Team Coach/Manager Policy

1.1 Provincial Team Jurisdiction

- Provincial teams are under the jurisdiction of Baseball PEI and shall follow the applicable guidelines.

1.2 Selection of Provincial Team Coaches/Staff

- Provincial team coaches and managers shall be chosen by a Selection Committee selected by the Board of Directors of Baseball PEI. The decisions of the said committee are final.

1.3 Process of Provincial Team Coach Selection

- The Director of Provincial Teams, provided that he/she is/will not be applying for a position or an immediate family member of someone applying, will head the selection committee; otherwise, the Board of Directors will appoint another member who is/will not be applying for a position or an immediate family member of one who is applying.
- The process for asking for coaching applications is as follows:
 - The Director of Provincial Teams or alternative shall place an advertisement in the newspaper that serves the largest number of people in the province, electronically on social media, on Baseball PEI's web page and other avenues regarding the need for coaches.
 - Said advertisements shall state the deadline for receipt of applications
 - All applications must be received on or before the date stated in the advertisement
 - Applications received after said date will not be accepted
 - Should no applications be received for a position, then that position may be reopened for competition or the Board of Directors of Baseball PEI has the right to secure somebody to coach the team without a application process
 - Said application should include:
 - Coaching credentials
 - Coaching experience at the PEI league and provincial levels, for baseball and other sports
 - The position requested or seeking (head coach, assistant or manager, et cetera), division, and team (if applicable, i.e. host)
 - A minimum of three (3) character references
- Said applications will be taken to the Selection Committee meeting by the Executive Director and distributed to the committee members.
- Criteria for selection include, but are not limited by:
 - Baseball coaching certification level(s) required for National and/or Regional tournaments
 - Number of years coaching baseball at the provincial and PEI league level
 - A detailed team plan
 - Experience the applicant may have acquired from other sports, at the PEI league and elite level
 - Results achieved from previous coaching (including win/loss record, team issues/satisfaction, relationship with Baseball PEI)
- All applicants will be notified of the results in writing, within fourteen (14) days of the selection committee meeting.
- At the meeting between the Baseball PEI selection panel and prospective Provincial coaches, the Director of Provincial Teams shall:
 - Chair the selection committee meeting

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- Make available application forms
- Vote, only in case of a tie
- The selection committee shall consist of at least three (3) members, who must be present, during the entire process. None of the committee members can be applying for a position or an immediate family member of one who is applying.
- Selection of each coach shall be by a simple majority vote. Voting will be done by ballots passed out with each committee member having a vote if requested by one of the committee members. In the case of a tie, the Chair will cast the deciding vote. In the case of three (3) coaches or more applying for the same position, if after a vote there is a tie between two (2) coaches the members shall vote again on those two (2) coaches; if they are tied after the second vote, then the chair will cast his or her vote.
- If no applications for a coaching position are deemed suitable or appropriate, the Director of Provincial Teams may restart the process of selection of a Provincial Team coach or coaches.

1.4 Background Checks for Coaches and Managers

- All coaches and managers involved with any Baseball PEI Provincial team must supply Baseball PEI with a background check each year by 30 June.
- A background check that is less than one-year-old at the time of the coach's/manager's respective Baseball Canada National Championship is acceptable to Baseball PEI (as Baseball Canada requires a new background check each year for National Championships). Any background check that is older than one-year-old – at the time of the coach's/manager's respective National Championship – is not acceptable and a new background check must be acquired and submitted to Baseball PEI.
 - Please note that for coaches in charge of the Canada Summer Games baseball team, requirements for background checks may differ due to rules and regulations from the Canada Games Society.

1.5 Provincial Team Responsibilities to Baseball PEI

- Provincial teams must seek sanction from Baseball PEI to participate in games and tournaments on and off PEI.
- Prior to attendance at any Baseball Canada Championship, the travel and accommodation plans of a Provincial Team must be approved by the Board of Directors of Baseball PEI.
- At the conclusion of the season, all uniforms (cleaned) and equipment provided by Baseball PEI must be returned and all fees owed to Baseball PEI and/or Baseball Canada must be paid.

