



FSA Director, Coach and Player Development

There are 2 positions - Director, Coach and Player Development Performance Program (PP), and Director of Coach and Player Development, B/C programs. The role of these positions is to promote the development of softball specific skills for all FSA players who would like to pursue additional training during the season and in the off season. These positions are also responsible for the coordination and execution of the Coach selection process ensuring all teams have adequate coaching and coordinating training and mentorship opportunities for the coaches. As mentioned one of these positions will focus on Performance Program coaches and players while one will have their eyes and focus on the B/C coaches and players (therefore ideally where this position is a parent, their athlete plays at this level); however these positions will work very closely together and support each other as needed.

Coach Development duties will include:

- Creation of Coach applications and providing to Communications Director for posting and creating a call for applications via social media and the FSA website
- Reviewing Coach applications and determining based on registrations and evaluations data how many coaches will be required at each level. Selection of coaches to occur - where there are more applications than there are positions, both Directors will participate together in conducting an interview process to determine the coach to be appointed.
- Ensuring all individuals who submit Assistant Coach applications get to participate on a team; where there are too many applicants, conducting a fair process to determine who gets the position(s). The Directors will use applicant experience listed on application, previous feedback (where applicable), and information gathered in the interview (where applicable) in this process.
- Responsible for sending communications updates along the way to all coaches in the application, interview (where applicable) and selection process and ensuring all Coach and Assistant Coach applications received by FSA receive a response from FSA.
- The Directors are responsible for ensuring each team has a female who will be part of the coaching staff or on the bench.
- The Director of Coach and Player Development B/C divisions will maintain a record of all coaching staff for every FSA team and communicate with the coaching staff regarding the need to obtain a security clearance from the police station. They will track receipt and follow up to ensure they are obtained for all FSA coaches.
- The Director of Coach and Player Development PP will provide (or coordinate) training for all FSA coaches towards NCCP coaching certifications.
- The Director of Coach and Player Development B/C will coordinate coach mentoring opportunities for the coaches at the B and C levels.
- The Directors are responsible for communicating with coaches about FSA processes and Coach expectations for the season to their respective coaching groups. E.g., code of conduct, how do



you get your schedule, how do you get uniforms, how do you book additional field time, what positions should every team have, communications to parent group etc. Some of this can be provided via the FSA Coach manual but also should be communicated to them via a new coach meeting and summary email at the start of the season.

- Acting as a resource for coaches throughout the season including acting as a resource to direct them to skill and player development resources for their own teams.
- Communication of Coach Feedback received from the team upon completion of the season.

Player Development duties will include:

- Ensuring that player development activities are aligned with long term athlete development principles.
- Each Director will “keep eyes and ears open” for opportunities that may be needed in their respective levels for teams or age groups e.g., need for pitching training at C levels.
- Planning and scheduling for PP, FSA Winter Skills, Camps and Clinics (pitching, catching, batting etc) for all age levels. Coordination (including securing) of instructors. Working with the Field Allocator to secure space for these offerings.
- Work with the Director of Communications/Social Media to communicate information about program offerings and the Registrar to ensure registration packages are set up and available for registration on the FSA website.
- Working with the Registrar to keep tabs on registration numbers and the potential need for additional offerings or additional communications/advertising. In addition, looking at the registrations to divide the players into groups and communicating to registrants which group they are in (where day and/or time was not set).
- Securing other interest or special training opportunities for FSA players e.g. sprinting clinic or Team Canada Coach run clinics etc.
- Working with the Equipment Director to secure any needed equipment for program offerings.
- Make recommendations to the Board on fees to charge for program offerings.
- Ensuring all program offerings run smoothly, efficiently, in a timely manner and that the safety of participants is a top priority.
- Answer questions or concerns players or parents may have regarding player development opportunities and program offerings.

Player Evaluation and Team Formation Involvement:

- Help the Evaluations Director recruit and schedule volunteers for the evaluation process. PP Coaches and applicants for coaching are good candidates for these volunteer roles. No volunteer may participate in evaluations on the field where they have a player at that level. On field volunteers need to participate in a level different from their player (or any player they are closely tied to) in order to maintain objectivity.



- Work closely with the Evaluations director who will communicate and provide scoring criteria as identified by these Directors, to evaluators to ensure consistency in evaluation methods and scoring. Work with the evaluations director to ensure all coaches and volunteers are trained to run evaluation stations in a consistent manner.
- Once player evaluations have been completed, the Director, Player and Coach Development will participate in the team selection process for their respective program (PP for PP Director and B/C for B/C Director). The PP Director may also participate in the B/C team selection, particularly where the B/C Director's athlete is involved. Until a Director's player has been named to a team, they may not participate in the evaluations or team selection process. Once they have been determined to be part of a level/team, they may then re-join the process. The B/C Director will work closely with the Evaluations director through this process.
- Attend meetings for player selection with coach(s) selected for each team as scheduled by the Evaluations Director. The Evaluations Director, Director of Coach and Player Development, the team's selected coach (multiple coaches where there is a division with multiple teams e.g., the C levels) and one other board member as needed (who does not have a player at the age group in question or their player has already been assigned to a team) will be in attendance. The Director, Coach and Player Development's role at this meeting is to help coaches work through the evaluations data objectively and provide support and oversight in the team formation process to ensure a fair and equitable process

Authority

The Directors, while responsible for recruitment of coaches, proactive player development program offerings, and in conjunction with the Evaluations Director the team formation and selection process; must keep the Performance Committee and other board representatives informed to ensure board member awareness and no foreseeable issues. The Directors will remove themselves from any part of any process where a conflict of interest exists.