

Australian Women's Masters Team Selector

Position Description

September 2015

Summary

The National Team Selection Panel is responsible for the selection of the best possible representative team(s) to participate in international competition.

Competitions include FIH Masters World Cup, Trans Tasman International Masters Challenge and other designated events.

Selectors are appointed by the HA Women's Masters Council annually.

Typically up to nine selectors are appointed to select across all age groups, however this will vary depending on the number of teams being selected for a particular event.

A Convenor of Selectors will be appointed from the Expressions of Interest received.

Responsible to: HA Women's Masters Council Convenor

Responsible for: Participating in the selection process for Australian Women's Masters representative teams for international competition.

Essential qualities¹:

- **Knowledge** — of the athletes vying for selection and of the demands and high performance characteristics of the sport.
- **Respect for the policy** — a selector should demonstrate respect for the selection philosophy and the policy put in place to achieve its goals in the performance of their responsibilities.
- **Fairness** — a selector should ensure that each athlete vying for selection is considered appropriately. They should act without bias and in a way that does not give rise to a perception of bias. They should be proactive and thorough in disclosing any interests that could conflict, or appear to conflict, with the selection decision. A selector should not accept gifts of any kind where this could be reasonably perceived to compromise their impartiality.

¹ Source: Australian Sports Commission. *Getting it right: guidelines for selection.2007*

- **Independence** — a selector should perform their selection responsibilities independently and free from influence external to the selection process.
- **Respect for persons** — a selector should be patient, dignified, respectful and courteous to other panel members, athletes, coaches, officials and others with whom they deal. Selectors should endeavour to understand and be sensitive to the needs of individual athletes being considered for selection.
- **Diligence and efficiency** — a selector should be diligent in undertaking their selection responsibilities, and take reasonable steps to maintain and enhance their knowledge, skills and personal qualities necessary to the selection process.
- **Integrity** — selectors should act honestly and truthfully in the performance of their selection responsibilities. They should not use their position as selectors to improperly obtain, or seek to obtain, benefits, preferential treatment or advantage for themselves or anyone else.
They should not engage in social activities or be seen to be in frequent contact with athletes during the selection process.
They should behave at all times in a way that maintains the integrity and good reputation of the selection panel.
- **Accountability and transparency** — selectors are accountable for decisions and actions taken and, notwithstanding any confidentiality obligations, should be as open as possible about their decisions and actions taken in the performance of their selection responsibilities.

Essential Criteria:

- Awareness of the HA Masters Selection policy and criteria
- Previous selection experience, especially at Masters level *and/or*
- Prior coaching, technical official or umpiring experience with a broad knowledge base of hockey *and/or*
- Masters level athlete with a passion to remain involved in the sport and possessing a broad base of other skills
- Effective written and oral communication skills to ensure relationship building within the selection team
- Ability to individually assess athletes and make judgements on performance
- Ability to express and justify a viewpoint while maintaining respect for other selectors
- Able to work in a team environment with a practical and systematic approach
- Ability to share relevant information as part of the selection process
- Ability to work to a set timeframe to achieve results
- Knowledge of the specific requirements for success, including the functioning and needs of representative teams

- Understanding of the need to maintain confidentiality about discussions and decisions related to the selection process

Convenor of Selectors – specific responsibilities

This position is responsible for providing overall leadership to the Selection Panel by undertaking the key tasks listed below:

Pre-Championships

- Communicate arrival time with all panel members
- Complete database of nominated players and distribute to all Selectors
- Compile and distribute relevant information, for example draw, official functions
- Develop and distribute draft selection tools
- Liaise with HAWMC regarding ground travel, accommodation and flights

At Championships

- Convene meetings with previous event coaches
- Convene meeting with Selection Panel members to finalise process expectations and agreed Panel approach
- Provide support and advice to Selection Panel members during the selection process
- Oversee the selection process ensuring achievement of selection requirements within the set timeframe(s)
- Attend Managers meeting to highlight relevant information regarding selection process
- Meet with appointed Coaches early in Championships to discuss team requirements
- Throughout Championships engage State and National Coaches in discussion about particular players
- Meet with coaches to finalise teams and identify Leadership Groups
- Complete formal sign off of all teams
- Announce Australian teams at conclusion of Championships
- Forward team lists to National Program Coordinator

Post Championship

- Distribute Selection Report to Coaches
- Assess the effectiveness of the selection process and performance of individual Selectors and provide a report to the HAWMC including recommendations within 2 months of the Championships
- In the event of a player withdrawing or being replaced, liaise with team coach to determine replacement from shadows List
- Where Convenor and Coach are unable to reach agreement, the convenor contacts the Selection team for the age group to reach a resolution

Appointment Process:

The HA Women's Masters Council will call for and receive Expressions of Interest for Selection positions on the approved form.

Expressions of Interest received will be assessed against the criteria listed above by the Women's Masters Council. Referees may be contacted.

Prior performance will be taken into account during the appointment process.
All nominees, whether successful or not, will be notified in writing.

Remuneration:

The role is essentially voluntary, but reasonable costs will be covered by the HA Women's Masters Council including travel and accommodation.
The Host State will provide food and refreshments during the days of the Championships.

Performance Review

The HA Women's Masters Council will review the Selection process at its annual meeting.
The performance of individual selectors against the essential criteria will be completed within 3 months of the Championships.
Feedback will be forwarded, in writing, to members of the Selection Panel.

As an appointed member of the Selection Panel, I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Selector's Name

Selector's Signature

Date