



**BASKETBALL WA**

# **Performance and Pathways – Coach & Team Official Selection Procedure – July 2025**

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# Coach & Team Official Selection Procedure



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# Coach & Team Official Selection Procedure



## 1 Purpose

The purpose of this document is to outline the procedure for selecting Coaches and Team Officials for Basketball WA's State Representative Teams, Southern Cross Challenge (SCC) Teams, and Pathway Program teams (if applicable). This procedure ensures consistency, transparency, and alignment with the strategic vision of the Performance and Pathways system.

## 2 Procedure Application

This procedure applies to all coach and team official appointments under the administration of Basketball WA's Performance and Pathways Department, including (but not limited to):

- State Representative Teams participating in National Championships;
- Southern Cross Challenge (SCC) Teams;
- Pathway Program Teams (if applicable); and
- Other Travelling Teams managed by the Performance and Pathways team

This procedure aligns with the strategic objectives of BWA's High-Performance Strategy and Vision (May 2025) and supports the development of a unified system that overachieves by design.

Any and all participation in any Basketball Australia sanctioned events will be in accordance with the Governance adopted by Basketball Australia.

The BWA Performance and Pathways Department are responsible for the application, interpretation and enforcement of this Procedure.

## 3 Document Author and Approving Authority

The Chief Basketball Officer (CBO) is the approver of this procedure and future revisions. Suggestions for changes or procedure improvements should be communicated to the Head of Coach Performance and Pathways.

## 4 Communication of this Procedure

This procedure will be communicated to stakeholders via:

- BWA website and social-media platforms;
- Direct email to associations and prior state program staff;
- Pathway coach and official education sessions; and
- BWA staff briefings.

BWA reserves the right to update this procedure as annually, with changes clearly communicated to applicants prior to any EOI window opening.

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## 5 Values

All appointed Coaches and Team Officials are expected to demonstrate and uphold the values of Basketball WA at all times. Alignment with these values is a critical factor in selection and ongoing appointment.

Failure to demonstrate these values may result in removal from appointment or exclusion from future selection.

## 6 Eligibility Criteria

Applicants must:

- Hold a valid Working with Children Check (and any other statutory requirements);
- Meet the minimum requirements as outlined in the relevant position description;
- Demonstrate alignment with BWA's values and safeguarding obligations;
- Not be a current BWA Board Member or an immediate family member of one (spouse/partner, child, sibling, or parent); and
- Not be under sanction or subject to a current investigation relating to integrity, safety, or conduct (within three years).

## 7 Application Procedure (EOI)

### 7.1. Expression of Interest Timing

Basketball WA will conduct an annual Expression of Interest (EOI) procedure for all relevant coaching and team official positions. This typically opens in July or August, with appointments confirmed by the end of September, depending on program timing.

- EOIs will remain open for a minimum of two weeks; and
- Late applications may be considered at BWA's discretion, particularly where positions remain unfilled or suitable candidates emerge after the close date. Late applications must still follow an EOI procedure as determined by BWA.

### 7.2. Required Submissions

Coaches must submit (at the Expression of Interest stage):

- Coaching CV (qualifications, accreditations, experience);
- Coaching philosophy statement (max 300 words);
- Preferred teams or programs (may apply for multiple); and
- Any limitations or constraints (e.g. availability, conflict of interest).

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Team Officials must submit:

- Summary of relevant experience (CV optional);
- Statement of interest (max 300 words);
- Preferred teams or programs; and
- Any relevant availability, conflict of interest, or logistical limitations

BWA may request additional information at any time during the procedure, including referee contacts, compliance documentation, or a short video summary of coaching philosophy.

## 7.3. Additional Considerations

- Submission of an EOI does not guarantee appointment or interview;
- Applicants may be offered roles they did not nominate for; and
- BWA may appoint individuals outside the EOI procedure where required for:
  - Strategic system alignment.
  - Talent retention or development.
  - Gaps in coverage or role suitability.
- All EOI applicants will be vetted via Basketball Australia and BWA integrity teams before determining if each applicant is suitable for progression to a further stage.

This approach reflects a system-first model, ensuring appointments support the long-term health, development, and competitiveness of WA basketball.

## 7.4. BWA Staff Applying for Roles

- Performance and Pathways staff may apply for team roles where it is in the strategic interests of BWA and the broader sport. These appointments are:
  - Supported as part of performance staff development;
  - Subject to the same procedure (EOI, interview, review); and
  - Assessed on alignment, capacity to deliver, and potential role conflict.
- Other BWA staff (not part of Performance and Pathways) are eligible to apply like any other candidate and will not be given preferential treatment.

BWA reserves the right to assess and manage potential workload, conflicts, and reputational risks associated with internal staff appointments. The CEO is responsible for oversight of any procedure involving a Basketball WA staff member.

## 8 Interview and Selection

Shortlisted applicants may be invited to interview with a panel (ideally) comprising:

- Chief Basketball Officer (CBO) or delegate;
- Head of Coach Performance and Pathways or delegate; and
- Head of Athlete Performance and Pathways (Metro or Country) or delegate.

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If a panel member is an applicant or has a material conflict of interest (determined by the CEO), they will be replaced by the CEO or a nominated delegate (approved by the CEO). BWA reserves the right to change the make-up of the panel personnel at its discretion.

BWA reserves the right to:

- Consolidate single interviews for multiple roles or programs;
- Conduct multiple rounds of interview if appropriate;
- Reallocate applicants to different roles or programs; and
- Decline to appoint where a suitable candidate is not yet identified.

BWA may request further documentation or preparation by the applicant for an interview. This may include (but is not limited to) further detail on program planning, philosophy, and understanding of the performance and pathways system.

## 9 Appointment Terms

- State Team Head Coaches may be appointed under a 1+1 model: a one-year guaranteed term with a one-year BWA-held option based on satisfactory performance and alignment
- All other roles (Assistant Coaches, Helpers, Team Managers, Pathway Coaches) are appointed for the campaign or calendar year only, unless otherwise stated

## 10 Post-Campaign Review

All appointments are subject to review. This includes, but is not limited to:

- BWA Staff assessment of delivery and alignment to expectations;
- Athlete and parent feedback (non-determinant);
- Assessment of performance alignment and culture; and
- Strategic contribution to the Performance and Pathways system.

Reviews will inform:

- Future appointment and depth chart considerations;
- Opportunities for mentorship or progression; and
- Eligibility for 1+1 extensions or mentoring roles.

## 11 Coach Development, Mentorship and Depth Chart

Basketball WA maintains a coach depth chart to track capability and progression.

BWA may:

- Appoint individuals to mentoring roles independent of team positions;
- Use appointments to strengthen long-term coach development and system alignment; and
- Provide informal feedback or development suggestions post-EOI.

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## 12 Role of the Performance and Pathways Advisory Group (2026 onwards)

This group does not review or influence individual appointments. It does:

- Provide input on policy, procedures, and system trends;
- Review diversity, equity, and inclusion metrics over time; and
- Offer strategic guidance to strengthen statewide alignment.

## 13 Confidentiality and Conflict of Interest

All applications, interviews, and selection discussions are confidential. BWA panel members and staff are bound to professional standards.

Applicants must disclose any actual or perceived conflicts of interest, including family (or financial) relationships with players, other staff, or contractors.

These will be assessed on a case-by-case basis.

## 14 Appeals and Complaints

All decisions made under this procedure are final. BWA will only consider complaints where:

- A material breach of procedure has occurred, and
- The breach materially impacted the appointment outcome.

Complaints must be submitted in writing within 7 days of the notification of outcome to the Head of Performance and Pathways administration. Disagreement with the decision is not grounds for appeal.

## 15 Commitment to Equity and Inclusion

Basketball WA is committed to:

- Encouraging applications from female, regional, Aboriginal and Torres Strait Islander, and culturally and linguistically diverse candidates; and
- Ensuring appointments are based on merit, alignment, and the long-term needs of the system.

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## 16 Communications of Outcomes

Appointment outcomes will be communicated to applicants via:

- Successful and unsuccessful applicants will be notified via email, once all roles are confirmed;
- Where possible, limited feedback may be provided upon request for interviewing candidates; and
- Public announcements may occur via BWA channels once team staffing is finalised.

BWA reserves the right to delay public announcements to align with fixture releases, national deadlines, or internal timelines.