



SA Masters Hockey Association

International Coach Portfolio Duties and Responsibilities

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INTRODUCTION

- This document will address the Expected Roles and Responsibilities of the SAMHA World Cup / International Coach.

OBJECTIVE

- To articulate and clarify the Job Profile (description) and agreed measurable outputs of the Team Managers for the SAMHA Ladies and Men's hockey teams, who participate and represent South Africa at the WMH World Cup Tournaments and/or any other WMH sanctioned international tournaments at which SAMHA teams participate as well as any SAMHA sanctioned tournaments.
- Team coaches will, in addition to the above, be required to fulfil their duties at SAMHA trials, training camps, regional training sessions and SAMHA tournaments.
- This document has been drafted so that prospective applicants understand the requirements of the SAMHA Coaching Role.

SAMHA COACH PROFILE

- Professional conduct and behaviour
- The SAMHA Coach is not only a key ambassador for the SAMHA team but also for South African Hockey in general.
- Accordingly, the coaches' conduct should always be above reproach.

Knowledge, skills, experience & competencies

- The minimum coaching experience required of the Team Coach, is to have coached at a national or provincial level and ideally to have attended a number of hockey tournaments in that role.
- Experience as a Team Coach at the Masters or Grand Masters IPT or International Tournament would be highly beneficial.
- The SAMHA Team Coach should have a good appreciation of the different hockey playing formats/systems and tactics currently being used nationally and internationally and should possess the ability to adapt and apply these to match the available players' skills and other limitations.
- The following competencies will be considered:
 - Display a mature nature and exercise excellent interpersonal and management and communication skills.
 - Ability to plan, implement, execute, and monitor training programmes/schedules which should include, playing patterns, skills and fitness programs.
 - Development of individual players.
 - Comprehensiveness of plans – achieving a balance between skill, fitness, available resources and team mentality
 - Ability to adjust and apply modern game thinking to masters players (Ladies and Men)
 - Ability to introduce practical and strategic thinking mind-set, to the coaching process.
 - Ability to instil discipline when and where required, and simultaneously gain respect of the players and other coaches.
 - Adaptability and flexibility in line with available resources and skills
 - Be forceful and decisive, confident and assertive.
 - Display objectivity and honesty to players
 - Highlight shortcomings in players contribution to the previous game and conversely complement players when required.

- Possess good conflict resolution skills which may require tact and civility.
- A keen appreciation of the ethos of Masters Hockey.
- Should possess the following additional skills:
 - Coaching Theory
 - Coaching Teams
 - Technical Skills for Players
 - Technical skills for Goal Keepers
 - Other skills which may assist to raise the BAR when competing against International Opposition.
- The ability and available time, to travel to scheduled training camps and where logistically possible, attend regional training sessions.

APPOINTMENT OF THE SAMHA TEAM COACH

- Team Coaches will be appointed following the call for submission of nominees and recommendations, which predominantly come from provincial chairmen, previous world cup players, provincial players and the individual nominees themselves.
- The appointment process will be conducted by the SAMHA executive committee.
- Recommendations or referrals must be accompanied by a curriculum vita.
- Submissions/and recommendations and will be reviewed, verified, audited, and ratified by members of the SAMHA executive committee.
- Appointed Coaches will be notified of their appointment well in advance of the WC selection trials and will be notified via an e-mail signed by the SAMHA President and the Head of SAMHA International Hockey.
- **The appointment, responsibility and accountability of the SAMHA TEAM COACH commences from the date of appointment and terminates when the teams arrive back in South Africa, after the Hockey World Cup/ International Tournament AND only after a concise REPORT BACK, being accepted and signed off.**
- SAMHA will communicate the names of the appointed team coaches to the broader SAMHA community as soon as the appointed coach has confirmed acceptance of the SAMHA Coaching Job Profile in writing.

PRIMARY SCOPE OF THE APPOINTMENT

- To provide and deliver effective technical and tactical hockey expertise to players to ensure that the playing skills of teams are optimised.
- To ensure that a well prepared, competitive, professional, SA Masters team represents SA at the World Cup and any future International Hockey Tournament.
- To ensure the team's fitness preparation, team strategies, team tactics and performance in accordance with the agreed SAMHA Coaches Job Profile, Principles and Procedures.

SAMHA WORLD CUP SELECTION PRINCIPLES

World Cup Team selections process encompasses the following:

- Players must be affiliated to SAHA and have a SAHA membership number.
- Players must be a fully paid- up member of a club or association.
- Must have a valid South African passport or be a permanent resident of South Africa.
- Players must meet the age criteria as per FIH tournament rules below.
- To be eligible to compete in any master's competition, a player must be over the designated age limit on the 31 December of the year of the relevant competition or who will reach the designated age by/on 31 December 2024.
- Then, to be eligible for the selection and trial process, players will be required to attend one of the following:
 - Register their intent to be part of the process and pay a once off registration levy.

- Attend WC trials.
- Participate in SA Masters IPT / SA Grand Masters IPT
- Participate in the Africa November Series.
- Attend National Camp where final selection will take place.
- Players who are unable to attend the SA Masters Trials or IPT are required to apply in writing to request dispensation, which request should clearly state the extenuating circumstances or reasons for not being able to attend. Dispensation is not a guarantee for selection.
- Players participating in the SA Masters trials are encouraged to register in their relevant age group.
- Team squads will be selected from the trial process and may comprise of up to 22 players.
- The squads will then go on to attend the Africa November Series and the National Camp.
- The SAMHA President and Head of International Hockey **will review** the dispensation requests and if necessary, consult with the Team Manager and Coach, prior to acceptance or rejection of the request for dispensation.
- Provisional selection will be conducted by independent selectors with input from the appointed coach.
- The names of the final selected team members will be submitted to the SAMHA President and the Head of SAMHA International Hockey, for review and prior to official announcement.
- Final team selection will be announced at the National Camp.

PRIMARY ROLES OF THE COACH

AFTER APPOINTMENT, COACHING DUTIES PRIOR TO THE SAMHA WC TRIALS

- Communicate/Meet with the nominated Team Manager and agree on a working relationship (Roles & Responsibilities etc.) as soon as official notification of Managers and Coaches has been announced.
- Provide contact details for future communication purposes.
- Plan and preparation for trials, your objectives, format, player identification etc.
- Attend all the trials and training camps (this is mandatory)
- Assess the hockey skills of the participants in the various squads / teams
- Assess the level of fitness of the participants in the various squads / teams
- Act as an advisor to the selection panel at the trials.

AFTER THE TRIALS AND TEAM/SQUAD ANNOUNCEMENT.

- Team Manager will arrange a **“meet and greet” with your squad**, in a comfortable social environment suitable to all.
- Emphasize the importance of an open and transparent working relationship between the manager, coach and the selected squad members.
- Communicate the initial and general assessment of the hockey skills of the selected squad and communicate future expectations regarding skills, fitness appropriate playing systems & tactics to optimise the selected players’ skills.
- Propose appropriate playing systems & tactics to optimise the selected players’ skills.
- Develop pre-training camps practice routines & training exercises, entailing sub-group set pieces routines and individual skills exercises, including appropriate fitness routines and exercises, developed in conjunction with the appointed SAMHA fitness therapist.
- These practice routines and training exercises are to be distributed to the squad/team immediately after the initial trials and should form a basis of future player feedback and assessment review.

- Given that the players will come from various provinces these routines are an important component of the team's preparation. Include the warm-up and cooling down exercises after each practice and game
- Discuss the preferred/intended future playing game format with the selectors as a guideline for their player final selection.
- Administration will be handled by the team manager.

THE PERIOD BEFORE NATIONAL CAMP, TOURNAMENT OR TRAVEL TO TOURNAMENT

- Get to know your squad, individual's occupation, family environment and personal interest.
- Establish team and individual objectives.
- Conduct or implement training sessions, aligning these session with your/teams objectives.
- Administration will be handled by the team manager.

NATIONAL CAMPS AND TOURNAMENTS

- Prepare for subsequent training camps, structure, practice session, games and expectations.
- Communicate expectations and format of the training camp with the manager and team.
- Monitor the fitness and medical conditions of the squad, members, via regular communication and/or reports.
- Monitor player's skills level and implement methods/techniques for improvement.
- Work with the manager in organising the team.
- Work with selectors in ensuring squad/team selection.
- Compile a brief report post the training camp or tournament regarding the success/failure of the training camp or tournament and any player issues, negatives and positives.

ONGOING PRIOR TO TOURNAMENT

- Ongoing communication with the SAMHA
- Respond timeously to communication on all relevant matters
- Work according to your planned training sessions, team camps and overall preparation.
- Work according to the planned fitness regime.
- Instil a sense of awareness in the players, with the assistance of the team captain, of the requirements and commitment required to compete effectively at the World Cup/International Tournament.
- Travel arrangements – co-ordinated by the manager
- Accommodation – co-ordinated by the manager
- Playing Kit – co-ordinated by the manager
- Finance – co-ordinated by the manager
- Dinners/drinks/entertainment – co-ordinated by the manager

AT THE WORLD CUP

- The Team Coach is a key ambassador of the team, to both SAMHA and SAHA. Accordingly, the Coaches' conduct should be above reproach at all times.
- Instil a sense of awareness in the players, together with the assistance of the captain and manager, that the World Cup/International Tournament is what is says, an international tournament, which requires a higher level of responsibility & commitment to the team that is way beyond that normally exhibited at any Masters tournament.

- Gather intelligence on the opposition teams and tactics if feasibly possible.
- Strategize with the team captain and players, in respect of the system & tactics for each game.
- Motivate the team and provide direction prior, during and after the game.
- Ensure that appropriate warm-up routines are being deployed before games.
- Ensure that the appropriate cooling down exercises are being deployed post games.
- De-briefing with the team post each game.
- Manage player injuries, availability and fitness

BEFORE A MATCH

- Make sure that you have your team line up and have communicated this to the Team Manager.
- Team Manager to submit via TMS or deliver to the Technical Delegate's office at the agreed time during the pre-tournament briefing meeting the numbers of the players, whose names appear on the Team Entry Form, (excluding any player who has been suspended from playing in the match by the Technical Delegate), who will be either on the field of play (maximum of 11) or seated on the team bench at the commencement of the match excluding any player who has been suspended from playing in the match by the Technical Delegate. This means that the number of players eligible to play is reduced according to the number of players suspended.
- Co-ordinate with the physio the time and place for pre-match physio treatment, warm ups and warm downs
- Make sure that your players practice only in the designated areas and do not enter the field of play prior to the permission of the Technical Delegate.
- Remember that a suspended player may not enter the field of play or the technical facilities areas (including the team bench, coach's box and video tower) surrounding the same during the match (es) until the match (es) is/are finished.

DURING A MATCH

- FIH regulations require a Coach on the bench at every game.
- The coach and captain are responsible for the behaviour of the players on the field of play, even if seated on the bench.
- The designated Team Manager is responsible for the proper application of the players' substitution procedure; ensure your substitutions are communicated to the manager for swift application.
- Communicate your strategies, positional changes, tactics to the captain and the players.
- The team coach may not enter the field of play during regulation playing time but may do so during a Shoot-Out Competition as specified in Tournament Regulations.
- If play is interrupted for an incapacity, only the registered team medical doctor and / or physiotherapist are allowed to enter the field of play, when authorized by one of the umpires, to assist and remove the player concerned as soon as it safe to do so. If your team does not have such registered officials, then the designated Team Manager is allowed to enter the field of play together with the on-duty tournament doctor.
- In the case of an injury to a player, remain on the bench, the umpire may authorise the registered team medical doctor and/or physiotherapist or designated team manager, to enter the field of play to assist and remove the player concerned from the field of play as soon as it is safe to do so. The umpire may also authorise, if necessary, the stretcher bearers to enter the field of play.

- If the Coach or Manager or any other person from the team bench and / or the on-duty doctor enters the field of play and attends to a player, that player must leave the field of play and return to the team bench area for a minimum of two minutes. The two minute period will be managed by the technical officials on duty. The player required to leave the field may be substituted.
- A player having sustained an injury which caused bleeding may not re-enter the field of play until the bleeding has ceased, the wound is adequately covered, the blood stained clothing is replaced and the equipment cleaned.

AT THE END OF A MATCH (OR SHOOT-OUT COMPETITION)

- Confirm results with manager (and Shoot-out result, if relevant). In case of a protest, proceed in accordance with the Tournament Regulations.
- After the match (or Shoot-out Competition, if relevant), ensure that your team leaves the team bench area as soon as possible in order to make room for the next team arriving.
- Remember that a player selected for anti-doping test after a match must remain under the supervision of the escort and must report within sixty minutes to the Testing Centre.

DURING THE TOURNAMENT AT THE HOTEL

- Prepare and conduct team meeting, strategy sessions, video analysis sessions.
- Manage players niggles or injuries.
- Control players conduct during the stay at the hotel.

GENERAL

- Control players conduct on and off the field.
- Prepare your team for each match.
- Strategize for each match.
- Provide the Manager with the team line up, timeously, so he/she can load onto TMS.
- Conduct post-match meeting or strategy sessions.
- Maintain team dynamics.
- You are the coach of the team and they rely on you, your vision and experience.

POST THE WORLD CUP

- Produce a comprehensive report regarding all aspects of the tournament, including the team's performance (including the Team Manager contribution) behaviour and complement with recommendations for future tournaments.
- This shall be done within 30 (thirty) days of the completion of an external tour.
- Participate in any future SAMHA strategy / planning meetings

**TEAM MANAGER ACCEPTANCE OF THE CONTENTS OF THE SAMHA – COACH JOB PROFILE W.C.
2024 DATED DD/MM/YYYY**

COACH NAME:		
CONTACT DETAILS: E-MAIL ADDRESS		
CONTACT DETAILS: CELLULAR PHONE		
PERMISSION FOR S.A.M.H.A. TO ARCHIVE COACHES DETAILS FOR PURPOSE OF POPIA COMPLIANCE REQUIREMENTS:	YES	<input type="checkbox"/>
	NO	<input type="checkbox"/>
COACHES SIGNATURE:		

NOMINATION ENDORSED BY PROVINCIAL CHAIRPERSON	YES	<input type="checkbox"/>
	NO	<input type="checkbox"/>
PROVINCIAL CHAIRMAN NAME		
PROVINCIAL CHAIRMAN E-MAIL ADDRESS		
PROVINCIAL CHAIRMAN CONTACT DETAILS		
PERMISSION FOR S.A.M.H.A. TO ARCHIVE PROVINCIAL CHAIRPERSON DETAILS FOR PURPOSE OF POPIA COMPLIANCE: REQUIREMENTS:	YES	<input type="checkbox"/>
	NO	<input type="checkbox"/>
PROVINCIAL CHAIRMAN SIGNATURE		