



QUEENSLAND WEIGHTLIFTING ASSOCIATION

Team Staff SELECTION POLICY – U15, Youth, Junior, Senior. (Coaching, Management, Leadership)

Applications for Team Staff positions within Queensland teams will be called from current active Queensland weightlifting coaches who are accredited in the National Coaching Accreditation Scheme of the AWF. All written submitted applications will be reviewed and assessed according to the QWA Team Staff Selection Criteria by the Selection Committee, a standing committee appointed by the Management Committee of the QWA.

The QWA will emphasise a number of factors when determining selection of team staff (coaching, management and leadership) roles:

1. Australian Sports Commission's (ASC) PlayWell strategy;
2. ASC's commitment to address the underrepresentation of women and underrepresented diversity groups across sport;
3. Sport Integrity Australia's National Integrity Framework and the embedding sport's integrity into the decision-making framework;
4. The values of Queensland Weightlifting Association;
5. The wellbeing needs of the weightlifting team and individual weightlifters are the primary concerns;
6. The specific performance needs of the weightlifting team and individual weightlifters;
7. Representation of the broader QWA membership, including regional and diversity considerations.

QWA Team Support Staff Selection Criteria

All Team Support Staff must meet the following criteria:

- Must have a current QWA membership and be of good standing;
- Must have a current Blue Card linked with the QWA;
- Must have a baseline knowledge of the AWF National Integrity Policies, including;
 - AWF Safeguarding Children and Young People Policy;
 - AWF Member Protection Policy;
 - AWF Improper Use of Drugs and Medicines Policy;
 - AWF Competition Manipulation and Sports Gambling Policy;

- AWF Complaints, Disputes and Disciplines Policy;
- AWF Anti-Doping Policy (adopting the Australian National Anti-Doping Policy)
- Must have supplied evidence to the QWA of completing courses from the [Sport Integrity Australia portal](#):
 - Anti-doping Fundamentals
 - Annual Update
 - National Integrity Framework
 - Safeguarding Children and Young People in Sport Induction
 - PBTR Inclusive Coaching
- Must provide the name of the weightlifter/s of whom they are the “active coach”.
 - An active coach is defined as the coach responsible for preparing and supervising the training and competition programs for the named weightlifter/s.
 - Where two or more coaches share coaching duties relative to any one athlete, the athlete will identify their “primary” coach and only the primary coach will be credited as the active coach of that athlete in regard to the Team Staff Selection Criteria.
- Must have a minimum of a Level 2 AWF Accredited Coach qualification to be appointed to a Head Coach Role; and a minimum of a Level 1 AWF Accredited Coach qualification to be appointed as an Assistant Coach or Team Leader
- Appointed Team Coaching Staff must have coached at a minimum of 4 QLD Championships in the previous 2 years.
- Must have a minimum State Level Referee qualification.

Application Process:

Applications for all QWA positions must be submitted via the method advertised in the EOI information approved by the QWA Management Committee.

The application will require applicants to answer questions.

Where insufficient applications are received the EOI process may be reopened on the authorisation of the QWA MC to fill only those roles not filled by appointment of initial applications.

Where athletes under the age of 18 are included in the team attending national events, all applicants will be required to attend an interview (online or face-to-face) and respond to questions assessing their knowledge and application of child safety principles, including but not limited to the National

Principles for Child Safe Organisations and the Sport Integrity Australia Safeguarding Children and Young People Policy.

Invalid Applications:

Incomplete applications will be considered invalid and will not be considered.

Late applications will be considered invalid and will not be considered.

Appeals

Selection processes for Team Support Staff roles are discretionary and there is no right of appeal for non-selection in Team Staff roles.

There is an opportunity to request & receive feedback, for the purposes of assisting the applicant with their self-development plans.

QWA Team Support Staff Selection Criteria

1. Purpose

The purpose of the Team Support Staff Selection Criteria is to:

- Identify the QWA support staff who possess the qualities deemed by the QWA as those which are essential to State Team Support Staff
- Identify QWA Coaches who are the most qualified according to the Selection Criteria to fulfil the Team Coaching positions provided within State Teams.
- Provide avenues for active coaches to gain experience and acquire skills and knowledge in Team Coaching positions.
- Develop pathways for a more representative sport, by providing coaches from marginalised groups the opportunity to have an active role in coaching the next generation of Queensland weightlifters.

2. Team Support Staff

To manage the wellbeing and performance of Queensland athletes, the following positions at a minimum and recognisant of team member numbers will be appointed:

- Head Coach
- Team Leader
- Assistant Coaches

Where the head coach is male, priority must be given that the assistant be female or gender diverse, and vice versa.

3. Provisions

- The numbers of coaches selected will remain the final decision of the QWA Management Committee after considering team numbers and any budget constraints.
- All applicants for State Team Coaching positions must be an active coach and nominated as the primary coach of at least one athlete who is selected in the relevant team.
- In the event that larger teams would benefit from the recruitment of additional team staff to the positions outlined above, applicants may be invited as or appointed to additional assistant roles. These may be:
 - Emerging coaches or team leaders who have registered an interest in taking on a Team Support Staff role.
 - Additionally, these additional staff must be available to assist with the team for the entire period of the competition.

Notes: There will be no points allocated to these coaches for the purposes of future coach selections. However, evidence of previous experience in this capacity may be taken into consideration by the QWA Selections Committee/Management Committee in future selection decisions.

4. Team Coaching Staff

The Team Coaching Staff comprises the Head Coach, and Assistant Coaches, each contributing to the technical and personal performance of athletes while upholding the highest standards of coaching ethics and integrity.

4.1 Team Coach Selection Criteria

The Team Coach Selection Criteria is categorised in two sections – Experience and Activity. The weighting of criteria in these categories is relative to the particular coaching position within the Team.

4.2 Experience Related Criteria

Experience refers to a candidate's formal qualifications, prior appointments, and demonstrated leadership in representative coaching or support roles. It reflects the depth and breadth of a person's background in:

- Holding AWF coaching accreditations
- Coaching at previous national-level events
- Contributing to team environments in official capacities
- Managing responsibilities related to competition procedure, athlete preparation, and coach coordination

4.2.1 Accreditation

By valuing each successive level of AWF accreditation, the QWA affirms its support of the AWF NCAS as a standard of quality assurance and recognises the increasing number of competencies attained at each level of accreditation.

Value:

- Club Licence / Level 1: 3 points
- State licence / Level 2: 8 points
- Level 3 Intern: 13 points
- National Licence/Level 3: 18 points

4.2.2 Previous Team Appointments.

Previous experience in coaching at national events indicates a coach's knowledge and competence to perform the duties of a State Team Coach at national events.

Value:

- 5 points for each appointment as Head Coach to a Youth, Junior, or Senior National Championship Team in the current calendar year and the previous two years.
- 3 points for each appointment to the following Team Support Staff roles in the current calendar year and the previous two years:
 - Assistant Coach, Team Leader, at Youth, Junior, or Senior National Championships
 - Any coaching appointment to Masters, Ad Hoc Representative Teams, or other non-core national and interstate events (e.g. development or invitational teams)

4.3 Activity related criteria

Activity refers to a candidate's current and ongoing involvement in the regular coaching and preparation of athletes who have qualified for national-level events. It reflects how actively engaged a coach is within the daily and seasonal training environments, including:

- Nominated as primary coach and actively coaching athletes who are selected for the relevant team.
- Supporting athletes through their qualification, development, and competition cycles.
- Demonstrating alignment with QWA's values through consistent involvement and athlete development

4.3.1 Standard of Athletes coached.

Experience in coaching athletes of varying levels of performance, as determined by the AWF Classification Standards, indicates a coach's ability to understand and meet the needs of athletes in different stages of their development. The assessment of

coaches' involvement with the coaching of athletes is relative to the make-up of the selected team.

To ensure coaches are assessed based on the age group they primarily work with and the level of performance they support, points are awarded for each athlete coached to qualification, using distinct pathways for Senior/Junior and Youth/U15 categories.

Table A: Senior / Junior Athletes

Classification	Description	Points
State Standard	Athlete has achieved QWA qualifying total for Senior/Junior State Champs	1
National Standard	Athlete has achieved AWF qualifying total for Senior/Junior Nationals	3
International Standard	Athlete has achieved the international qualifying standard	6
Elite Standard	Athlete has achieved the elite qualifying standard for Senior/Junior	10
Top 3 National Ranking	Athlete is ranked in the top 3 nationally in their age/bodyweight class	+2 (bonus)

Table B: Youth / U15 Athletes

Classification	Description	Points
State Standard	Athlete has achieved QWA qualifying total for Youth State Champs	1
National Standard	Athlete has achieved AWF qualifying total for Youth National Champs	2
International Standard	Athlete has achieved the international qualifying standard	6
Elite Standard	Athlete has achieved the elite qualifying standard for Youth/U15	10
Top 3 National Ranking	Athlete is ranked in the top 3 nationally in their age/bodyweight class	+2 (bonus)

Notes:

- *Points are awarded per athlete coached and qualified to the relevant event.*
- *Only the primary coach, as identified by the athlete, will receive points.*
- *National ranking bonus may be stacked with other classification points.*

4.4 Coach Selection Criteria Weighting

Weighting between experience and activity varies by role to reflect the differing emphasis on leadership, strategic oversight, and hands-on coaching.

4.4.1 Head Coach

70% Experience 30% Activity

The Head Coach is the leader of the Coaching Staff and should be the most experienced in the areas of team coaching, competition procedure, time management, human resource management and communication with Team Leaders and competition officials.

5.1 Head Coach Responsibilities:

- Communication and Information:
 - Facilitate effective communication channels between athletes, coaching staff, and QWA officials that includes seeking information regarding team members' current training regimes and fitness levels and provide advice, where necessary, to the athletes preparing to compete in the team and their personal coaches.
 - Ensure timely dissemination of relevant information and updates to team members.
- Athlete Preparation and Compliance:
 - Work with Team Leader to organise and run pre Nationals squad training sessions
 - Construct a coaching roster that ensures all team members have an allocated coach for their competition session
- - Ensure that there is qualified oversight of weigh-in processes for all State Team athletes.
 - Ensure compliance with competition uniform and behavior regulations and standards.
- Support to Assistant Coach/es:
 - Mentor assistant coaches in the delivery of their warm-up and platform practices
 - Lead decision-making processes related to athlete welfare and integrity.

- **Active Coaching**
Head Coaches will also be actively coaching athletes selected in the team.
- **Reporting**
Head Coaches are required to submit a written report to the QWA Management Committee that includes evaluation of staff and athlete performances within 2 weeks of the completion of the event.

Where two or more coaches attain an equal point score in regard to the selection for the position of Head Coach, the assessment of "Experience points" will take precedence.

4.4.2 Assistant Coach

50% Experience 50% Activity

The Assistant Coach requires sufficient experience to support the Head Coach at the event in areas related to team coaching and should also be substantially active in the regular coaching of athletes selected in the team.

Where two or more coaches attain an equal point score in regard to the selection for the position of Coach, the assessment of "Activity points" will take precedence.

5. Team Leader

The Team Leader plays a pivotal role in overseeing non-coaching operations essential for athlete welfare and operational efficiency. They are responsible for coordinating team communication and logistics, and ensuring overall athlete welfare. Additionally, the Team Leader supports the head coach in team score management, decision-making concerning athlete welfare and integrity matters, and may assist with coaching as required.

5.2 Team Leader Responsibilities:

- **Communication and Information:**
 - Facilitate effective communication channels between athletes, coaching staff, and QWA officials.
 - Ensure timely dissemination of relevant information and updates to team members.
- **Athlete Preparation and Compliance:**
 - Work with Head Coach/Team Leader to organise and run pre Nationals squad training sessions

- Coordinate and oversee the weigh-in process for all State Team athletes.
- Ensure compliance with competition uniform and behavior regulations and standards.
- Support to Head Coach:
 - Assist the head coach in managing team scores and performance tracking during competitions.
 - Contribute to decision-making processes related to athlete welfare and integrity.
- Coaching Assistance:
 - Provide support to coaching staff during warm-up as required
 - Help implement coaching strategies and ensure alignment with team objectives.
- Reporting:
 - Provide a written report and event photographs within 1 week of event that is appropriate for posting to the QWA Blog and social media platforms.

7. Non-Core Development Team Support Staff

The QWA recognises the value of secondary streams of domestic interstate competitions, including invitational and exhibition events. These events provide opportunities for developing:

- Athletes who have not yet achieved the National Qualification Standard to gain some valuable competition experience; and,
- Coaches who have demonstrated competency but have not received a Team Staff appointment or would benefit from experience in leadership positions.

In alignment with this initiative, priority will be given to coaches and team leaders who have not held a position in the main Youth/U15 and Junior/Senior squads. This prioritisation aims to support the development of coaching talent and ensure opportunities for progression within the coaching ranks.

7.1 Eligibility

Individuals currently holding or who have previously held Head Coaching or Team Leader positions within the primary Youth/U15 and Junior/Senior squads in the previous 3-year period will not be eligible for selection.

Individuals who have been appointed Assistant Coach for the primary Youth/U15 and Junior/Senior squads may be eligible for Head Coach or Team Leader but not Assistant Coach.

7.2 Selection criteria

Criteria and weighting for all positions remain the same as Youth/u15 and Junior/Senior Support Staff appointments.

8. Appointment Limits

To promote equity, development, and diversity in leadership pathways, and to align with QWA's values and commitment to broad-based development, appointment limits have been introduced to ensure more coaches and team support personnel can gain representative experience. By capping repeat appointments within a rolling two-year period, the policy:

- Encourages new applicants by ensuring that roles are regularly available and accessible.
- Supports the development of emerging coaches through meaningful experience in representative team environments.
- Fosters greater diversity and regional representation, helping to reflect the full range of talent within the QWA community; and
- Builds leadership capacity by broadening the base of individuals with experience in key team roles.

This approach supports QWA's long-term aim of fostering an inclusive, high-quality coaching and leadership culture that reflects the full breadth of its membership.

8.1 Head Coach Appointments

No individual may be appointed as Head Coach for more than two (2) State Teams within any rolling two-year period.

This includes U15, Youth, Junior, and Senior National Championships.

Masters events are excluded from this restriction.

8.2 Team Leader and Assistant Coach Appointments

No individual may be appointed as Team Leader or Assistant Coach more than three (3) times in any rolling two-year period.

8.3 Exemptions

Exemptions to this policy may only be granted by resolution of the QWA Management Committee in cases where:

- There are insufficient eligible applicants who meet the criteria.
- The individual in question holds critical qualifications or diversity attributes aligned with QWA strategic goals
- Special consideration is needed for regional representation or development.

9. Re-Opening of Applications

If insufficient eligible applications are received during the initial Expression of Interest (EOI) period, the following provisions apply:

9.1 Re-Opening Scope

Applications may only be re-opened for those roles not filled during the initial application process.

Roles for which an appointment has already been made will not be reopened, re-contested, or subject to reconsideration.

The re-opening must be authorised by the QWA Management Committee, with a clearly defined duration and scope.

9.2 Notification and Access

The re-opening of applications will be communicated through the same public channels used in the original EOI (e.g. email, website, social media).

The notice will include:

- The specific roles available
- Updated timelines
- A reminder of minimum eligibility criteria and selection process

9.3 Eligibility and Consideration

Only applicants who meet all mandatory requirements for the role (e.g. accreditation, experience, integrity checks) will be considered.

Applicants who applied during the original EOI period for other roles may re-apply for unfilled positions but will be reassessed independently of the previous application.

9.4 Process

The selection process for re-opened roles will follow the same procedures as the initial application round (e.g. referee checks, interviews, point-based criteria).

The Selection Committee reserves the right to recommend no appointment if no suitable candidates are identified.

10. Team Staff Entitlements and Responsibilities

Appointed Team Staff may be eligible for QWA funding towards the cost of their airfare and accommodation dependant on budget constraints and on an event by event basis.

New team staff appointees will be supplied with polo shirt and t-shirt – numbers determined by days of competition; jacket supplied if likely weather conditions at the competition destination dictates this as a necessity. Team staff will need to supply their own tracksuit pants/sport or dress shorts to wear with their uniform shirts.

Team staff are responsible for their own transport, accommodation, food and beverage expenses.

Team staff will be provided with a Certificate of Acknowledgement for their contribution to the QWA.

Dictionary / Interpretation:

ASC means Australian Sports Commission.

Team Staff means coaches, management and leadership positions.

QWA means Queensland Weightlifting Association.

Document Control

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