

COACHING IN AUSTRALIA POLICY FOR NON-RESIDENTS

**This policy is for non-resident coaches seeking temporary accreditation equivalency.
Coaches from New Zealand should apply under the Accreditation Equivalency policy.**

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**Responsible Person (s): Accreditation Officer
President**

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Coaching in Australia introduction.

Ice rinks in Australia are in most cases privately owned. Coaches are not hired by rinks or clubs to coach privately, although ice rinks may hire coaches to teach their Learn to Skate classes.

To work in Australia you will require a valid working visa. The list of Australian visas that allow you to work can be found at <https://immi.homeaffairs.gov.au/visas/working-in-australia>

Rinks may charge a weekly coaching fee, charge per session or take a percentage of earnings to enable you to coach private lessons.

APSA does not offer coaching positions or assist coaches in finding a coaching job.

Policy

Coaching Accreditation is gained through the Australian Professional Skater's Association Inc. (APSA) is the nationally recognised provider of coach education and accreditation. APSA is able to provide temporary equivalency for qualified coaches who hold a valid visa to work in Australia.

You will be required to meet all of the requirements for the APSA level of accreditation you are seeking equivalency in. If you hold current accreditation from another country or have been actively coaching in the previous two years you may apply for Recognition of Prior Learning (RPL) to assist in fast tracking the temporary accreditation equivalency process.

Procedure

Step 1.

Compile all documentation required to be submitted with your application. Documentation includes:

- Copy of passport
- Copy of accreditation held and list of topics covered to obtain your current accreditation (these will be checked unless provided by the Association your accreditation is held with)

OR

- If no accreditation held proof of coaching certification
- Proof of Working With Children check for the relevant State / Territory you are or will be residing OR if not yet completed you will be required to sign a WWC declaration.
- 2 references,
 - 1- from a former Ice Rink Manager, Skating Director or Association showing
 - (a) How long you have been coaching
 - (b) The disciplines you have been coaching
 - (c) The level you have been coaching (e.g Preliminary, Advanced Novice, Adults etc)
 - (d) What position you held (if relevant)

1- from a Senior level coach providing a personal reference which is to also include your previous experience and competency for the level you are requesting accreditation equivalency in.

OR

Proof of coaching at an ISU Championship event (this may be via a copy of event accreditation, kiss and cry photo, letter from Federation etc)

Contact details for referees are required to enable APSA to confirm the legitimacy of the references provided.

- For consideration of performance pathway levels. Evidence of student's competition levels and elements performed (competition results and PDF's are required to be submitted with your application).

Step 2.

Complete the temporary accreditation equivalency application form which can be found on the APSA website (www.apsa.net.au) and forward with ALL required documentation along with proof of payment to the APSA Accreditation Officer, accreditation@apsa.net.au and APSA President, president@apsa.net.au .

Step 3.

Approval of equivalency is at the discretion of APSA.

The APSA Committee will determine and advise you of which level of accreditation you have been approved for. This decision will take into consideration years of coaching experience, level of coaching experience, education and / or performance.

Step 4.

APSA will forward to you information regarding our Code of Ethics and Behaviour, Safe Sport and Working with Children and any other documentation APSA deems necessary. You will be required to sign a document stating you understand and agree to the information provided and to complete the APSA worksheet(s) in regards to these topics.

If working in Australia for less than the period of time required to obtain a WWC (depending on the State / Territory laws where you will be working) you may have the option of completing a Working With Children Declaration.

All information will be provided in English.

Step 5.

Upon approval of temporary accreditation you will receive a digital accreditation card.

Duration of temporary accreditation

Temporary accreditation is for the lesser of:

- (a) A period of 3 months
- (b) The length of approval of your working visa
- (c) Until you leave Australia

Once your temporary accreditation is no longer valid your digital accreditation card will be deactivated.

To extend your temporary accreditation you will be required to make a renewal application. The application form can be found on the APSA website www.apsa.net.au and must be sent to the Accreditation Officer, accreditation@apsa.net.au and the President. president@apsa.net.au

Cost

The cost for application of temporary accreditation is \$150.

The cost for extension of temporary accreditation is \$75.

Extension period

Extension of temporary accreditation may not exceed a 6 month period.

Refund of temporary accreditation equivalency fee

If a candidate's application is rejected or not approved a refund may be approved depending on the reasons for non-approval / rejection.

A refund **will not** be approved in any case whereby the applicant has provided false and / or misleading information.

A refund may be approved in the case APSA rejects the application due to all required documentation not provided. In this case the refund will be less any administration fees and costs incurred by APSA.

A refund may be approved in the case of 'Change of Mind'. In this case the refund will be less any administration fees and costs incurred by APSA.