

### Overview of the qualification

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The Tennis Australia High Performance coaching qualification aims to prepare coaches to work at the high performance level. Potential high performance coaches will be provided with a structured intensive learning program to further develop their knowledge and skills. This is achieved through working with a mentor coach, attendance at face-to-face sessions, interacting with peers, completing assessment tasks and practical coaching experience with high performance tennis players. Coaches will embark on a professional learning experience over two years.

A high performance player (for the purpose of this qualification) is one who:

- has decided to specialise in tennis;
- has an Australian Ranking (AR);
- is playing Regional/State/National/International events;
- is involved in a coaching program on a weekly basis; and
- is aged between 10-25 years (the focus for players aged 10-14 years will be on talent development).

Each coach will be required to coach a male and female high performance player during this time. Prior to focusing on the development of the players, the coach will assess his/her current knowledge and skills against a set of core competencies required by a high performance coach. This process will be undertaken with the assistance and guidance of a case manager and a mentor coach. The case manager will be a Tennis Australia employee and the mentor coach will be sourced from the high performance coaching community.

From this gap analysis process, the coach, case manager and mentor will identify strengths, weaknesses and gaps in knowledge, skills and experience. The purpose of the training undertaken during the qualification process will be to fill these gaps and up skill the coach in specific areas.

### Characteristics of a high performance coach

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A high performance coach must be able to:

- create and maintain a high performance environment for players who are playing competitively on a regular basis (i.e., entering state, national and international events);
- lead and manage both on- and off-court;
- plan for the continual development of the player in all key domains – technical, tactical, physical, psychological;
- foster athlete learning, performance and independence;
- effectively communicate to players and other key stakeholders;
- reflect on his/her coaching performance and manage personal well-being;
- educate players, parents and key stakeholders about the high performance tennis environment; and,
- implement a high performance tennis program.

## Units of competency

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Unit No	Unit of competency	Face-to-face hours	Nominal hours
1	Reflect and improve on professional coaching role and practice	8	50
2	Manage personal well-being	4	20
3	Plan for long-term athlete development	10	50
4	Further develop tactical and technical skills of high performance tennis players	66	200
5	Further develop psychological skills of high performance tennis players	14	100
6	Coordinate, monitor, support and implement the physical development program of high performance tennis players	28	200
7	Implement a high performance tennis program	20	200
<b>Total face-to-face hours over two years</b>		<b>150</b>	
<b>Total nominal hours over two years</b>			<b>820</b>

## Elements and performance criteria

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Each unit of competency is made up of a series of elements. These **elements of competency** are the building blocks of the unit.

**Performance criteria** are statements that specify what is to be assessed and the required level of performance for each element of competency. Coaches will be required to provide evidence of competent performance in each criterion. A range of assessment tasks will be used to assess these performance criteria. Several performance criteria may be assessed during one task (e.g. during on-court coaching session). Tasks may be written, oral or practical and will assess the coach's knowledge, skills and understanding.

The elements of competency for each unit are summarised below.

### Unit 1: Reflect and improve on professional coaching role and practice

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#### Unit description

This unit will cover the application of self-reflection techniques to assist the coach to review and analyse his/her coaching performance and to implement a program to modify and improve future coaching performances.

#### Elements of competency

- Reflect on own coaching practice
- Plan and manage personal development as a coach
- Develop a coaching philosophy
- Provide leadership to players and support staff both on and off-court
- Manage players and support staff both on and off-court

## ***Unit 2: Manage personal well-being***

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### **Unit description**

This unit will allow coaches to reflect on the balance in their lives and identify strategies to implement to enhance personal well-being.

### **Elements of competency**

- Reflect on personal time management skills
- Reflect on personal well-being
- Develop and implement a personal annual plan

## ***Unit 3: Plan for long-term athlete development***

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### **Unit description**

The purpose of this unit is to provide the coach with the ability to develop a long-term athlete development plan. Additionally the coach will be able to design a detailed annual holistic training plan for a high performance player (incorporating technical, tactical, physical, psychological, recovery and competition schedule components).

### **Elements of competency**

- Prepare a long-term athlete development (LTAD) plan for a high performance tennis player
- Prepare an annual plan for a high performance tennis player

## ***Unit 4: Develop tactical and technical skills of high performance tennis players***

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### **Unit description**

This unit will provide the coach with an understanding of the key biomechanical principles relevant to stroke production and movement of high performance tennis players. The coach will be able to apply these principles to improve the stroke production and movement of their high performance players in a practical setting. This unit covers skills and knowledge required to teach and/or develop high performance match analysis, tactics and strategies.

### **Elements of competency**

- Analyse, correct and develop tactical skills and knowledge of high performance tennis players
- Analyse, correct and develop stroke production and movement of high performance tennis players
- Plan, conduct and review coaching sessions for high performance players
- Apply skill acquisition principles to facilitate player learning and performance
- Plan, conduct and review pre- and post-match briefings

## ***Unit 5: Develop psychological skills of high performance tennis players***

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### **Unit description**

This unit covers the skills and knowledge required to apply sport psychology principles with high performance tennis players.

### **Elements of competency**

- Develop a psychological skills training program
- Implement a psychological skills training program
- Review and refine psychological skills training program

## ***Unit 6: Coordinate, monitor and support a physical conditioning program of a high performance tennis player***

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### **Unit description**

This unit will provide tennis coaches with an understanding of contemporary, high performance fitness development principles and allow them to monitor and support a physical conditioning program for a high performance tennis player.

The coach will be able to work with a physical conditioning specialist and provide support while travelling in terms of conducting training and recovery sessions. This unit covers the principles of eating for peak performance and strategies to enable coaches to support their athletes in this area. Tennis Australia recommends coaches also gain professional advice from a sports nutritionist when providing dietary advice to high performance players.

### **Elements of competency**

- Assess player's readiness for involvement in a physical conditioning program
- Apply musculoskeletal screening results to modify on- and off-court activities
- Work with a physical training specialist to develop a physical conditioning program
- Support the implementation of a physical conditioning program
- Monitor physical conditioning program
- Plan recovery programs for high performance tennis players
- Assist athletes to implement nutritional practices to enhance peak performance

## ***Unit 7: Implement a high performance tennis program***

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### **Unit description**

This unit will allow coaches to apply tennis-specific knowledge to implement a high performance tennis program designed to refine the skills and performance of competitive tennis players participating at a state, national and international level.

This unit will be assessed holistically with Units 3, 4, 5 and 6.

### **Elements of competency**

- Assess player's ability to meet the demands of high level competition
- Plan a high performance training program to meet player requirements
- Implement and deliver the high performance training program
- Provide advice about equipment
- Educate players, parents and other key stakeholders about the high performance tennis environment
- Monitor and adjust the high performance training program
- Manage competitive and/or performance events during the training program
- Prepare and manage a budget for a high performance tennis program

## ***Assessment***

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Each unit of competency will have specific assessment tasks which will assess competencies. Many of these assessment tasks will be assessed over a number of months, with Unit 7 being assessed over 12 months. The two nominated players (one male and one female) will be used as subjects for the assessment tasks.

Participants will also complete three integrated assessment tasks over a two-year period, in addition to an initial gap analysis.

## ***Delivery of qualification***

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The High Performance qualification will be delivered over two years from July, 2011-June, 2013. The delivery mode will be flexible with a variety of sources of learning available to the coach, including:

- Prior experience as a coach
- Prior experience as a player
- Face-to-face sessions
- Self reflection
- Interaction with peers
- Accessing tennis websites
- Sessions with a mentor coach
- "On-the-job" experience
- Travelling to tournaments with players
- Observation of coaches in the National Academy
- Observation of high performance coaches from other sports

## ***Face-to-face session dates***

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<b>Workshop No</b>	<b>Dates</b>	<b>Location</b>	<b>Units</b>
1	Mon, 25 July - Fri, 29 July, 2011	Melbourne Park	1, 2, 3 & 4
2	Wed, 18 Jan - Sat, 21 Jan, 2012	Melbourne Park	3, 4 & 7
3	Mon, 26 March - Fri, 30 March, 2012 *	AIS, Canberra	4, 5 & 6
4	Mon, 23 July - Thurs, 26 July, 2012	Melbourne Park	4, 6 & 7

Note: additional face-to-face sessions will be scheduled with the coach's case manager and mentor in the coach's home environment.

\* Date to be confirmed

## ***Qualification participants***

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The number of participants in the qualification is limited to 14 candidates to ensure quality in delivery and learning experiences.

## ***Learning facilitators***

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Learning facilitators will include leading international experts such as Dr Bruce Elliott and Dr Damian Farrow. Tennis Australia staff will also be involved as learning facilitators.

## ***Case managers and mentor coaches***

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Each participant will be allocated a Tennis Australia case manager who will be their point of contact at Tennis Australia. Each participant will also be matched with a suitable mentor coach who will assist them in their professional learning journey. Participants may have more than one mentor during the qualification.

## Entry pre-requisites

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- Candidates must hold a Club Professional coaching qualification.
- If applicant meets the Retired Tour Player criteria (i.e., reached Top 100 in singles or doubles, or played Davis or Fed Cup for Australia), he/she must complete the core units of the Club Professional qualification. Please contact Belinda Colaneri for further information.
- Candidates should be actively coaching advanced / high performance / talent development players since attaining a Club Professional coaching qualification (a statement to verify this must be provided with this application).
- Candidates must be a minimum of 21 years of age at the time of completion of the High Performance qualification (i.e., June, 2013).
- Participants should have a personal fitness level that will enable them to physically complete the practical requirements of the coaching qualification. The Course Coordinator reserves the right to request proof of fitness from a medical practitioner.
- It is recommended candidates have demonstrated a playing ability to the level of ITN 3 or equivalent. This not compulsory, yet will assist candidates in various practical aspects of the coaching qualification.
- Candidate must hold a Basic (Level 1) First Aid qualification. Tennis Australia recommends candidates complete the TA First Aid course tailored for tennis coaching.
- If the applicant is not a Tennis Australia Coach Member, he/she must satisfy the screening requirements of the Tennis Australia Member Protection By-Law (see Application Form for more information)
- Candidates will be required to purchase the *Dartfish* software program and have access to a computer to complete the assessment tasks.

In addition to above entry prerequisites, preference will be given to those applicants who:

- Are Australian citizens or have been granted permanent residence status;
- Are coaching on a full-time basis (e.g., coaching is primary source of income); and,
- Can demonstrate a long-term commitment to coaching.

## Selection panel

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The High Performance coaching qualification selection panel will consist of Chris Kachel (Tennis Australia Claycourt and Development Manager), Patrick McInerney (Tennis Australia Coach Education Manager) and Craig Morris (Tennis Australia Manager Athlete Development).

## Selection process

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Closing date is **Friday 4 March, 2011**.

All applicants are required to submit a completed application form to Belinda Colaneri electronically. Additionally, all applicants are required to submit a **DVD of an on-court coaching session** (min 30 minutes) with the best player they are currently coaching. Applicants are also asked to submit a written plan with session objectives and a self-assessment of the session. This DVD is to be posted to Belinda. Performance criteria for the session are shown below.

**Performance criteria** (on-court coaching session):

- Select appropriate coaching methods to meet needs of the player and the skill/s to be developed
- Present, sequence and pace information to meet the needs of player/s within session timeframes
- Engage the player and establish a coaching facilitation relationship through use of communication and presentation skills which are suited to needs of player/s

- Foster a positive learning environment
- Facilitate group dynamics to maintain engagement of all participants and ensure individual and group enjoyment
- Demonstrate and explain specific aspect of stroke production the player(s) is working on within a tactical framework
- Provide drills and activities which enhance implicit learning (i.e., constraints-based drills)
- Analyse individual and group progress and select appropriate corrective strategies
- Provide opportunities for players to build winning plays for different game styles and game situations for singles/doubles play
- Provide feedback on a schedule appropriate to the needs of a high performance player
- Encourage the player to be an independent learner

After reviewing all applications, the selection panel will short-list potential candidates. Candidates on this short-list will be required to undertake an interview with one or more members of the panel. Candidates on the short-list will be notified by **25 March, 2011**.

### Qualification fees

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The cost of the qualification is **\$4,675** (incl. GST). The following are included in this fee:

- Attendance at four workshops
- 24 hours with a mentor (either one-on-one or during the integrated assessments)
- Lunch and snacks during workshops
- Support materials (including USB Flash Drive, four textbooks and various CDs)
- All assessment costs
- Accreditation for Australian Open 2012

Please note: participants will be required to pay for their meals and accommodation at the AIS during Workshop 3 in March, 2012 (approx. cost will be \$450)

### Payment options

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**Option 1. Full payment of \$4,675 (incl. GST) by 25 July, 2011**

**Option 2. Payment of \$4,675 (incl. GST) via a payment plan of four instalments of \$1,169 (incl. GST):**

- Instalment 1 – received by 25 July, 2011
- Instalment 2 – received by 25 November, 2011
- Instalment 3 – received by 26 March, 2012
- Instalment 4 – received by 23 July, 2012.

### Payment methods

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Payment may be made by cheque (*payable to Tennis Australia*), direct deposit or credit card.

Please note: Credit card payments will incur additional surcharges – Bankcard/Mastercard/Visa – 3%; Diners/Amex – 3%

If accepted into the qualification, you will be required to indicate your preferred payment option and method.

### Refund policy

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- For cancellations received in writing more than 30 days before the first workshop, fees will be refunded less a \$100 administration fee.
- For cancellations received in writing, more than 14 days but less than 30 days before the first workshop, fees will be refunded less a \$200 administration fee.

- If cancellation is received less than 14 days before the first workshop, fees will be refunded less an administration fee of \$400.
- If a cancellation is received after the qualification has commenced fees will not be refunded. Participants who select payment option 2 do so on the understanding that they have committed to the full qualification and are expected to meet the full cost of the fees.

## ***Recognition of Current Competency (RCC) / Recognition of Prior Learning (RPL)***

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There is **no honorary** high performance coaching qualification. All coaches must satisfy the competencies within the qualification. However, some practicing coaches may be able to satisfy all or part of the competencies for the coaching course or units within it, without having to undertake the formal course/assessment.

To apply for an exemption from specific units, candidates must complete the TA RCC application form. Applicants must provide the required supporting documentation and evidence to demonstrate competency in each unit. To find out more information about the RCC/RPL process, please contact Belinda Colaneri.

## ***Complaints handling procedures and appeals***

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Candidates with grievances about the conduct of the coaching qualification or those seeking appeals on their assessment process must submit them in writing to the Course Coordinator within 30 days of the completion of the coaching course/unit or on receiving notification of their assessment outcome.

All grievances and appeals will be considered by the Tennis Australia Coach Education Appeals Panel, which will inform the candidate of the process they use to consider the grievance and the outcome of the deliberations in writing, within 30 days of receiving the grievance/appeal. The decision of the Tennis Australia Coach Education Appeals Panel will be final and binding.

## ***Recording your performance***

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As a participant involved in activities relating to Tennis Australia Coach Education Programs such as, but not limited to the Tennis Australia High Performance coaching qualification, you consent to Tennis Australia taking, retaining and reproducing your image obtained during your participation in Tennis Australia Coach Education Programs in photographs, electronic images, sound recording and video footage in any promotional, advertising or marketing materials.

By enrolling in the Tennis Australia High Performance coaching qualification you acknowledge that such photographs, electronic images, sound recording, video footage and other records shall remain the property of Tennis Australia. Tennis Australia may utilise photographs, electronic images, sound recording, video footage and other records for such purposes as Tennis Australia in its absolute discretion shall think fit (not including commercial use) whether during or after your involvement in Tennis Australia Coach Education Program development/courses.

## ***More information***

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In applying for this coaching course and documenting your personal details, Tennis Australia agrees to abide by all relevant privacy legislation. For more information on the Tennis Australia privacy policy go to [www.tennis.com.au](http://www.tennis.com.au).