



香港排球總會有限公司  
Volleyball Association of Hong Kong, China Limited

**2018-2022 Hong Kong Volleyball / Beach Volleyball Team Coaches**  
**Selection Terms & Conditions**

The Volleyball Association of Hong Kong, China Limited (“VBAHK”) is now inviting suitable candidates for the following vacancies of the Hong Kong National Volleyball and Beach Volleyball Teams for 2018-2022, effective from 1 April 2018 to 30 September 2022. A review session will be arranged by VBAHK with the elected team coaches to assess their performance in the past two and a half years during the period from 1 April to 30 September 2020, in order to decide whether the term of service of the coaching team will continue.

Hong Kong Team:	Compulsory Positions for Each Team:	Optional Positions for Each Team:
<ul style="list-style-type: none"><li>● Senior Men’s Volleyball Team</li><li>● Senior Women’s Volleyball Team</li><li>● Junior Men’s Volleyball Team</li><li>● Junior Women’s Volleyball Team</li><li>● Boys’ Youth Volleyball Team</li><li>● Girls’ Youth Volleyball Team</li></ul>	<ul style="list-style-type: none"><li>● 1 Head Coach</li><li>● 3 Assistant Coaches</li><li>● 3 Trainers</li><li>● 1 Secretary</li></ul>	<ul style="list-style-type: none"><li>● 1 Physiotherapist</li><li>● 1 Physical Fitness Trainer</li></ul>
<ul style="list-style-type: none"><li>● Junior Men’s Beach Volleyball Team</li><li>● Junior Women’s Beach Volleyball Team</li></ul>	<ul style="list-style-type: none"><li>● 1 Head Coach</li><li>● 2 Assistant Coaches</li></ul>	<ul style="list-style-type: none"><li>● 1 Secretary</li></ul>

**Volleyball Team: Qualifications of Head Coach and 1<sup>st</sup> Assistant Coach**

1. 2018-2019 Registered Volleyball Coach of VBAHK;
2. Holder of FIVB Volleyball Coach Certificate Level One or above;
3. Good personal conduct and reputation;
4. Goal-setting for 4 and a half years with international vision, willing to take up Hong Kong Squad for extensive training and coach the team in international competitions; and
5. Clear record of Sexual Conviction Record Check.

**Volleyball Team: Qualifications of 2<sup>nd</sup> and 3<sup>rd</sup> Assistant Coaches, 1<sup>st</sup> and 2<sup>nd</sup> Trainer, Physiotherapist and Physical Fitness Trainer**

1. 2<sup>nd</sup> Assistant Coach, 3<sup>rd</sup> Assistant Coach, 1<sup>st</sup> Trainer and 2<sup>nd</sup> Trainer should be 2018-2019 Registered Coach of VBAHK with qualifications equivalent to or beyond Hong Kong Volleyball Coach Certificate Level One;



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2. Physiotherapist and Physical Fitness Trainer should have professional qualifications in their respective field; and
3. Clear record of Sexual Conviction Record Check.

**Beach Volleyball Team: Qualifications of Head Coach and Assistant Coaches**

1. 2018-2019 Registered Beach Volleyball Coach of VBAHK;
2. Holder of Hong Kong Beach Volleyball Coach Certificate;
3. Good personal conduct and reputation;
4. Goal-setting for 4 and a half years with international vision, willing to take up Hong Kong Squad for extensive training and coach the team in international competitions; and
5. Clear record of Sexual Conviction Record Check.

**Selection Mechanism**

1. The Convenor of the Hong Kong Team Development Working Group shall propose a Selection Panel of nine (9) members. The composition of the Selection Panel shall be approved by the Board of Directors with the consent of the President of the Executive Committee. The proposed Selection Panel shall include one director recommended by the Board of Directors as the coordinator of the Panel.
2. All applicants for the Head Coach position shall submit an application form, resume, two (2) letters of references (one professional and one personal), the names and qualifications of his/her recommended Assistant Coaches, Trainers, Secretary, Physiotherapist and Physical Fitness Trainer, as well as a four-and-a-half-year (from 1 April 2018 to 30 September 2022) training and competition plan with targets and outline to the Hong Kong Team Development Working Group of VBAHK before the deadline of submission, i.e. **18:00 on 8 January 2018**. The submission shall be delivered by hand with completed registration with the Secretariat before being deposited to the "Collection Box".
3. Each applicant can only apply for not more than one team and one position.
4. There should be at least one female coach (head coach or assistant coach) in each Women's Team.
5. The Selection Panel will review the resumes and arrange a panel interview for each shortlisted applicant and his/her coaching team. The head coach and 2 assistant coaches **must** attend the interview or else the Selection Panel reserves the right to disqualify the coaching team from the selection. The interview will be conducted in person. The final decision shall be based on the interview performance and information submitted by the applicants.

**Appeal Mechanism**

1. In the event when any applicant wishes to appeal against the decision of the Selection Panel, the appellant must give written notice of their appeal to the President of the VBAHK within 3 working



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days from the day after the announcement date of election results. The notice of appeal must:

- 1.1. Set out the grounds of appeal;
  - 1.2. Be accompanied by a written submission setting out why and how the appellant considers the decision of the Selection Panel was incorrect; and
  - 1.3. Be accompanied with a cheque of HK\$1,000 made payable to “Volleyball Association of Hong Kong, China Limited”.
2. Upon receiving the Notice of Appeal, the President shall appoint an Appeal Panel consisting of three members, assign a Board Director as the coordinator of the Appeal Panel and decide the date of informing the appellant about the appeal results.
3. The Appeal Panel shall make their decision by:
    - 3.1. Referring to documents such as the appeal notice, the selection report, and notes taken during the selection; and
    - 3.2. Holding a meeting with the selection panel, to meet the selectors and the appellant for further information, if needed.
  3. If the Appeal Panel allows or dismisses the Appeal, the reasons of the decision shall be given in writing to the Hong Kong Team Development Working Group for further actions. The appeal fee of HK\$1,000 will be refunded to the appellant when the Appeal is successful.
  4. If the appellant wishes to appeal against the decision of the Appeal Panel, the appellant must give written notice of their appeal to the Arbitration and Discipline Commission of the VBAHK within 5 working days from the date of issue of letter by VBAHK. The notice of appeal must:
    - 5.1. Set out the grounds of appeal;
    - 5.2. Be accompanied by a written submission setting out why and how the appellant considers the decision of the Appeal Panel was incorrect; and
    - 5.3. Be accompanied with a cheque of HK\$2,000 made payable to “Volleyball Association of Hong Kong, China Limited”.
  5. The decision of the Arbitration and Discipline Commission is the final judgement. The appeal fee of HK\$3,000 will be refunded to the appellant when the Appeal is successful.

**\*VBAHK reserves the right for any amendments and interpretations in this Selection Terms & Conditions.**

**\*\*The Chinese version of this Selection Terms & Conditions shall prevail whenever there is any discrepancy between the English version and the Chinese version.**

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