



BASEBALL NOVA SCOTIA

HIGH PERFORMANCE COACH MANUAL

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BNS STAFF

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Excellence Coach

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- *On-field support*
- *Tryout oversight*
- *Player tracking and development plans*



Cory Boutilier

Technical Director

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- *Coach selection*
- *NCCP and Professional Development*
- *Sport Science Integration*

Emma Hause

Operations Manager

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- *Financial oversight*
- *Budget development*
- *Administrative support*

PROGRAM OVERVIEW

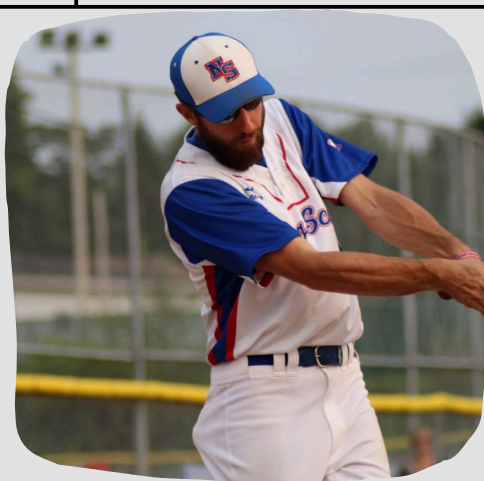


PROGRAM	GOAL
13U	First exposure to High Performance programming; fundamental skill development Goal: Graduate athletes to 15U program
15U	Preparatory program for 17U; developing specific skills and position play Goal: Graduate athletes to 17U program
17U	Preparatory program for post secondary or JNT; consolidating specific skills; training designed for specific athlete's needs. Goal: Graduate athletes to post secondary programs or JNT; Top 5 finish at Nationals
14U Girls	First exposure to High Performance programming; fundamental skill development Goal: Graduate athletes to 16U program
16U Girls	Preparatory program for 21U or Senior; developing specific skills; training designed for specific athlete's needs. Goal: Graduate athletes to 21U or Senior program
21U Women	Preparatory program for Senior; consolidating specific skills; training designed for specific athlete's needs. Goal: Graduate athletes to Senior Women's
Senior Women	Preparatory program for WNT; consolidating specific skills; training designed for specific athlete's needs. Goal: Graduate athletes to WNT; top 5 finish at Nationals

NCCP AND PROFESSIONAL DEVELOPMENT



PROGRAM	NCCP Requirement (see Appendix for Courses)
13U	1 Coach - Certified 13U All others - Trained 13U
15U	1 Coach - Certified 15U All others - Trained 15U
17U	1 Coach - Competition Development Certified 2 Coaches - Competition Development Trained 1 Coach - Certified 16+ (1 year only)
14U Girls	1 Coach - Certified 13U+ All others - Trained 13U+
16U Girls	1 Coach - Certified 15U All others - Train 13U *Minimum 1 Female Trained Coach
21U Women	1 Coach - Certified 16U+ All others - Trained 16U+
Senior Women	1 Coach - Certified 16U+ All others - Trained 16U+
Professional Development	ABCA Membership Apply for funding for additional PD opportunities

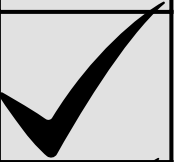




Coaches must complete a Criminal Record Check (every 3 years) or complete an acknowledgement form confirming there has been no new infraction since the previous check.



All program participants must read and agree to the Code of Conducts (Coaches, players, and parents)



All coaches are expected to abide by the Rule of Two



Coaches should familiarize themselves with the Universal Code of Conduct to Prevent and Address Maltreatment in Sport.



Discipline issues that fall under the UCCMS should be reported to the Excellence Coach immediately.



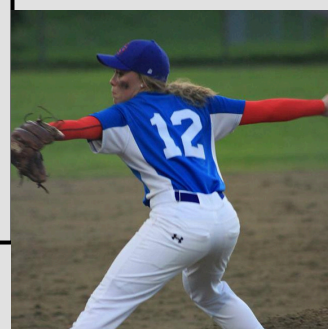
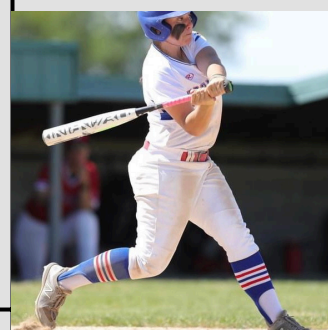
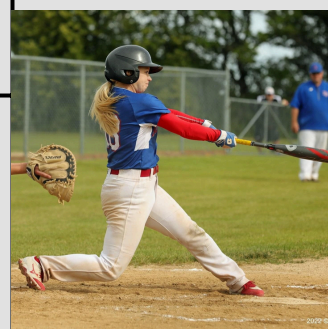
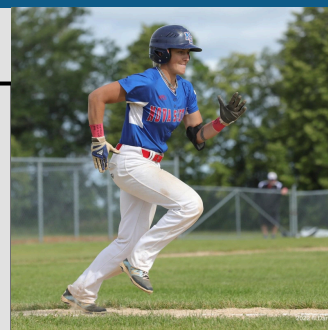


Budget Approval	- Coaches will be provided with budget template. Other formats may be accepted. - Programs with Core Teams must submit separate budget for Core activities only. - Budget to be approved by Executive Director and Operations Manager.	Prior to first team function (tryout)
Financial Management	- BNS has program bank accounts set up through Scotiabank. - Operation Manager will be signing authority on all accounts. - All accounts must have two signing authorities. - It is recommended the second signing authority not have a relationship with the first signor (immediate family, etc.) - Signing authorities should be communicated to Operations Manager	Prior to final team selection.
BNS Contribution	Program stipends are determined by program scope.	Sent to teams by June 1st
Mid-Season Check In	Programs to provide updated financials to Operations Manager.	July 15th
Final Budgets	- Final budgets should be sent to Operations Manager no later than 30 days after the completion of the program (National Championship). - Teams are eligible to retain up to \$2500 in the team account as a start up fund for the following year. - Teams must keep a minimum of \$100 in the team account. - Programs can provide refunds on registration fees. Fundraised monies cannot be reimbursed.	30 days past final competition



UNIFORMS AND APPAREL

Procedure	• Programs responsible for ordering their own team apparel • Flexibility in team apparel design provided it falls within the below guidelines. • Uniforms will be standardized with several small exceptions.
Logo and Style	• BNS logo can not be altered on any piece of apparel • Alternative designs must be approved by BNS office • Recommended color schemes are royal blue, red, and white (for shirts, shorts, sweaters, or jackets).
Core Team Apparel (17U, 15U, and 16U Girls)	• Recommended apparel package for core team athletes to include 1 hat, 1-2 shirts, and 1 pair of shorts.
Uniforms	• Hats must feature BNS text logo and be royal blue or royal blue/white combo • Recommended hats are the Richardson PTS30 • Jersey orders will be completed by BNS Technical Director upon selection of your final teams. (order template will be provided). • Uniforms must be comprised of white pants with either white or royal blue top. Socks and belts can be royal blue, red, or a combination of the two. • Jerseys can be customized to include player's last names (not mandatory). • Athletes can keep jerseys upon completion of the program.
Ordering and Suppliers	• No official supplier (can be ordered through any local vendor). • Staffs can contact BNS Technical Director for assistance or recommendations on vendors. • Final budgets for team apparel must be approved through BNS Operations Manager



TRYOUT TIMELINES

Program	Core Team	Regional Tryouts	Timeline
13U	Yes/20+ athletes	1 per region	May
15U	Yes/ 25+ athletes	1 per region	February*
17U	Yes/25+ athletes	1 per region	February*
14U Girls	No	1 per region	May
16U Girls	Yes/20+ athletes	1 per region	February*
21U Women	No	No	April
Senior Women	No	No	April
*Training groups formed in the fall			





TRYOUT PROCEDURES



Evaluators	• 1-3 independent evaluators recommended • Excellence Coach to participate in tryout process. Final rosters to be approved prior to posting.
Evaluation Scoring	• Standardized evaluation forms to be completed. Coaches may make adjustments to forms. • Scores/evaluation notes may be requested by BNS. • Records must be kept for at least 30 days past final tryout. • Players may be selected on past performance by declaring the athlete under the Extraordinary Circumstances clause (for players out of province, injured, etc.). • Coaches with family attending tryouts must exclude themselves from evaluating that athlete. Evaluation will be conducted by Excellence Coach.
Feedback	• Athlete feedback not mandatory for all tryout participants. • Profile of athletes on core team should be kept for feedback purposes. • Head coach to provide feedback if requested
Program Interaction	• Recommended that coaches participate in evaluations with other programs in their pathway
Roster Posting	• Final roster to be approved by Excellence Coach • Upon approval, roster should be emailed to Operations Manager for posting on BNS website



PROGRAM OPERATIONS

	Min/Max Roster	Training/Practice	Competition	Sport Science
13U	14/18	10-15 hours/year	4-6 games/year	No
15U	16/18	30-40 hours/year	10-12 games/year	Yes
17U	18/20	80-100 hours/year	30-35 games/year	Yes
14U Girls	14/18	10-15 hours/year	4-6 games/year	No
16U Girls	16/18	30-40 hours/year	12-14 games/year	Yes
21U Women	14/18	30-40 hours/year	10-12 games/year	No
Senior Women	14/18	30-40 hours/year	10-12 games/year	No* *Exception for identified WNT athletes (or potential)

Area	Description	Cost
Athlete Testing	Baseline testing for 16U Girls, 15U, and 17U programs	Varies by Year
Physical Training	Weekly training, plus individual workout programs.	Varies by Year
Athlete Tracking	Athlete profiles created through Trello	Free
Nutrition	Group assistance with nutritional education and guidance	Free (3 hours per team - 17U, 15U, and 16U Girls)
Sport Psychology	Group assistance (sport-specific or multi-sport) through mental skills development in areas such as: • Relaxation techniques • Focusing skills • Stress management	Free (3 hours per team - 17U, 15U, and 16U Girls)





NATIONAL CHAMPIONSHIPS

Accommodations	Varies by tournament. Team managers will be provided with booking link to secure accommodations by a specified date.
Travel	- Teams are responsible for their own travel arrangements. - Hosts are responsible for local travel, but you can opt to arrange your own.
Meals	- Contact the host regarding meal packages (not every tournament has a meal plan). - Collect food allergy information from athletes.



Roster Submission	- Final rosters must be submitted to Baseball Canada 9 days prior to the event - Templates will be provided to coaches to complete and return to the BNS office.
Chef de mission	- Chef de missions must be included in the roster submission. - The role is responsible for being the communication liaison between the team and tournament chair. - Chef does not have to physically be at the tournament, but must be available at all times via phone
Hosts Info	Full host contact information is available at baseball.ca/baseball-canada-championships

PROGRAM REVIEW AND TRANSITION



Final Budget	• Final budgets should be submitted to Operations Manager within 30 days of final competition
Program Surveys	• Program surveys to be communicated to participants in early September (by Technical Director)
Program Debrief	• Performance Coach and Technical Director to review survey results and conduct overall year debrief with Head Coaches • Coaches on two year terms will either have their agreement renewed for a second year, or the search process will begin for a new staff

