



State Representative Selection Processes



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Overview

It is imperative that the selection process for all State Representative positions be fair and transparent. This policy will outline the processes of selection, retention and operation of South Australian Representative Teams only.

Specifically, it will address the following:

- Selection of coaches and managers
- Selection of players
- Organisation of the Team for training sessions and matches
- General Team Management Issues.

This policy should be read in conjunction with Rugby Australia’s Code of Conduct, the Laws of the game and any relevant tournament documents.

RugbySA will arrange briefing meetings with Coaches, Managers and First Aid personnel to outline the Rrepresentative Program and resolve any issues.

Disputes and Concerns

It must be clear that any matter for concern or dispute must always be referred to Rugby Union SA Integrity Officer for appropriate determination of actions necessary.

Email for Rugby Union SA Integrity Officer: integrity@sa.rugby

Selection of Coaches

The appointment of the Head Coach and Assistant Coaches shall be competitive and based upon merit.

- Head Coaches ideally, as a minimum, have the equivalent of Level 2 or Community Coach accreditation.
- Assistant Coaches ideally, as a minimum, have the equivalent of Level 1 or Community Coach accreditation.
- All coaches must have Smart Rugby & Season Ready (coach) accreditation at the time of applying.
- All coaches must have a valid Working with Children clearance at the time of applying.

Applications may be received as a single application or multiples of any combination of positions.

Role of Coaches

The purpose of the coaching positions are to lead the program in collaboration with the Pathways Program Manager.

Key Information

- Coaches must be available for all training sessions.
- These are a voluntary position, appointed each year. Benefits include interstate travel, team apparel and significant professional development opportunities.
- Applicants may indicate their preferred program and position (Head Coach/ Assistant Coach), however appointments will ultimately be at the discretion of the selection panel.

Areas of Responsibility

- Coordinate the development and implementation of coaching and training plans/ models
- Lead Program, staff and player review
- Manage the design and implementation of training session outlines and session plans.
- Select team in collaboration with Pathways Program Manager through trials and club observations
- Coordinate and deliver effective player communication schedules including consistent individual player feedback and player welfare
- Maintain a reasonable balance of match time and bench time for all players without compromising the Teams results
- To provide appropriate feedback to the Pathways Program Manager at the completion of the representative rugby season.

Selection of Managers

The appointment of the Team Manager shall be competitive and based upon merit.

- All Managers must have current Team Manager Accreditation.
- All Managers must have a valid Working with Children clearance at the time of applying.

Role of Managers

The Rugby Team Manager will play a crucial role in supporting the day-to-day operations of the team, ensuring smooth logistics, communication, and coordination both on and off the field. The successful candidate will work closely with the coaching staff, players, and administrative team to maintain a positive and professional environment for the team and ensure that all operational and organisational needs are met.

Key Information

- Managers must be available for all training sessions.
- These are a voluntary position, appointed each year. Benefits include interstate travel, team apparel and significant professional development opportunities.

Areas of Responsibility

- Communication with all Players and Team Officials relating to travel arrangements for matches including transportation, accommodation and meals.
- Ensure team kit, equipment and medical supplies are available and in good condition before, during and after matches and training sessions.
- Oversee the scheduling and organisation of training sessions, meetings, match days ensuring that all players and staff are informed and prepared.
- Maintain an up-to-date schedule of fixtures and competitions, liaising with the Pathways Program Manager to confirm details.
- Act as a primary point of contact for players, ensuring they have access to the necessary support for both rugby-related and personal matters
- Ensure players are kept informed about team-related updates, meetings, and administrative requirements.
- Provide general administrative support to the Head Coach and coaching staff, including maintaining player records and information.
- Effective use of Rugby Match Day app, including team sheets and any required match day processes.
- To provide appropriate feedback to the Pathways Program Manager at the completion of the representative rugby season.

Required/ Desired Criteria

- Strong organisational and time-management skills with the ability to manage multiple tasks effectively.
- Excellent communication skills, both written and verbal, and the ability to interact with a variety of stakeholders.
- A passion for rugby and sports, with a positive and proactive attitude.
- Previous experience with Rugby Match Day app.
- Strong understanding of rugby, including the structure of matches, training, and the needs of players.
- Valid driver's license and the ability to travel for away games and events.

Selection of Players

- Players are eligible only in the relevant age group of their current age as defined through their date of birth displayed in Rugby Xplorer.
- All registered participants participating in games in South Australia for school or club, are eligible for selection in Representative Teams.
- A Selection panel for each Representative Team will be made up of the following:
 - Team Coach
 - Assistant Coach
 - Pathways Program Manager
- Players chosen will be notified by Rugby Union SA. The notification will include training times and scheduled games.
- Players who do not train with the Squad may be excluded from the Representative Team unless their absence has been cleared by the Team Coach.
- No Player is to be added to any Squad or Team without the agreement from Rugby Union SA
- Representative Team training times should avoid clashing with club training sessions as much as possible.
- Any player relegated from a representative Team is to be advised of their substitution BEFORE any public announcements are made.

Selection for Boys Programs - U14, U16 & U18s

Club coaches are invited to nominate players however, these nominations do not guarantee selection. The final decision will rest with the selection panel.

Eligible Players will be observed whilst participating in the current years pre-season and season competition, invitational and trial games In person where possible as well as via Hudl footage where available.

Each team will initially invite Up to 40 players, with a reduction to 25 players taking place two weeks into the training schedule.

A Training Squad will be selected based on the best players available at the time. Eligible training Squad Players not originally selected in the Representative Team may be invited to join the Team.

- A list of Shadow Players will be maintained but not announced to cover replacement of injured players.
- Shadow Players may only be used to replace injured players or players expelled from the Team.

Selection for Girls Programs - U14, U16 & U18s

State Representative Selections are part of the Youth Girls Program, with club coaches are invited to nominate players.

Eligible Players will be observed whilst participating in the current years pre-season and season competition. In person, where possible as well as Hudl footage.

Each team will initially invite an extended training squad to training before reducing to final playing squads before the competition.

A Training Squad will be selected based on the best players available at the time. Eligible training Squad Players not originally selected in the Representative Team may be invited to join the Team.

- A list of Shadow Players will be maintained but not announced to cover replacement of injured players.
- Shadow Players may only be used to replace injured players or players expelled from the Team.

Disputes and Concerns

It must be clear that any matter for concern or dispute must always be referred to Rugby Union SA for appropriate determination of actions necessary.

Discipline or concerns raised on tour

Matters of internal dispute that cannot be handled by the Team Management must always be referred to Rugby Union SA for determination.

Team Management is responsible for Team Discipline at training sessions, game day and travel. This also applies to any specific camps that have been arranged.

More serious offences need to be dealt with firmly but fairly in a timely manner. It is essential that Team Management present a united front in dealing with issues, and all offences will be reported to Rugby Union SA Integrity Officer.

Some typical measures for serious discipline breaches include restitution of monies and an apology, banning from social activities for a period, suspension from playing for a period of time, informing the players parents and in severe cases expulsion from the Team.

Appendix 1

Volunteer Acceptance Form

Volunteers Details:

Full Name:	
Postal Address for notice:	
Contact telephone number:	
Email address for notice:	

Volunteer Description

Terms:

In accepting the Position described above, I agree:

1. to give my volunteer services to Rugby Union SA (**RUSA**) without pay, to the best of my abilities, with due care and skill and in accordance with any RUSA directions and policies notified from time to time;
2. to keep confidential all information or material concerning RUSA, including team movements, player information and any other information specified by RUSA as confidential. This obligation survives the expiry or termination of my appointment for any reason;
3. to presently assign to RUSA all existing and future intellectual property rights in materials, works or other deliverables created by me (whether on my own or with RUSA or its contractors or volunteers) in the course of my volunteer time (**Deliverables**) and, in relation to any moral rights I may have, I consent to RUSA performing all acts necessary or desirable to enable RUSA to fully exploit Deliverables, and not attributing me as the author of Deliverables. I will, on request by RUSA from time to time, supply to RUSA one copy of the Deliverables in their then current state;
4. to safeguard my personal property (such as bags and money) and acknowledge that RUSA is not responsible for any lost, stolen or damaged personal property;
5. that I will not do anything to compromise my safety or the safety of others and I understand that there may be risks associated with providing particular volunteer services;
6. not to use, or refer to, the names or logos of RUSA without RUSA's prior written consent, including in public speaking activities or promotions. I agree not to speak to the media on any issue relating, directly or indirectly, to RUSA or my Position;
7. not to bring any claim or proceeding against RUSA for any damage, loss, injury or liability I may suffer in carrying out the duties of my Position. Except for liability that by law cannot be excluded, RUSA excludes all liability to me in tort (including negligence), contract or bailment for acts or omissions of RUSA, its employees and contractors arising out of or in relation to my Position;
8. RUSA may terminate my appointment as a volunteer at any time by notice in person or sent to an address above, including if I do not comply with these Terms or engage in serious misconduct; and
9. on the termination or expiry of my appointment, to return all RUSA property, including confidential information.

Sign Here:

I accept the Internship position as described in the Description and the Terms.

Volunteers signature: Date:

Appendix 2

Participation Agreement

This document serves as an agreement between Rugby Union South Australia and the below named player and player's parent/guardian to fulfil the expectations and requirements of the state representative program outlined below.

I, _____ (full name of player) having been selected for the State Representative Team, commit to the training and competition program for this team.

I will honour all financial expectations by paying the required fees within the outlined deadline.

I will attend training sessions and I commit to attending the competition for this team.

I will follow the behavioural expectations laid out by Rugby Union SA for State Representative rugby teams and follow instructions given by the Coaches and Managers of this team as long as they fall within the parameters of these behavioural outlines.

I understand that on signing this document, should I not fulfil any of the above commitments, Rugby Union SA may see fit to revoke my playing privileges at state and club level both in South Australia and interstate until such time as all commitments have been met, or disciplinary action has been taken.

Signed

(Player)

(Player Name)

(Parent/Guardian)

(Parent/Guardian Name)

Appendix 3

2026 Training Dates Boys

- 17th May Extended Training Squad, held at University Playing Fields, West Beach
- 24th May Extended Training Squad, held at University Playing Fields, West Beach
- 31ST May Extended Training Squad, held at University Playing Fields, West Beach
- 1st June to 13th June Selection reduced to Travelling Squad
- 14th June Travelling Squad, held at University Playing Fields, West Beach
- 21st June Travelling Squad, held at University Playing Fields, West Beach
- 28th June Travelling Squad, held at University Playing Fields, West Beach
- 7-10th July National Youth Championship, U16 & U18, Sunshine Coast
- 14-17th July Tri-State Invitational, U14, Adelaide

2026 Training Dates Girls

- 15th May Youth Girls Program, Southern Suburbs
- 22nd May Youth Girls Program, Southern Suburbs
- 29th May Youth Girls Program, Southern Suburbs
- 14th June Travelling Squad, held at University Playing Fields, West Beach
- 21st June Travelling Squad, held at University Playing Fields, West Beach
- 28th June Travelling Squad, held at University Playing Fields, West Beach
- 7-10th July National Youth & Schools Championship, U16 & U18, Sunshine Coast
- 14-17th July Tri-State Invitational, U14, Adelaide