
YMCA Geelong - GV Technical Membership Subsidy Scheme Policy



OFFICE USE ONLY

Policy Number	Date Approved	Date Last Amended	Status
YG 102-O	11/02/2014	11/02/2014	APPROVED

1. GV Technical Membership Subsidy Scheme Policy

2. Background

Gymnastics Australia and Gymnastics Victoria requires all qualified coaches to affiliate with them and pay an annual subscription fee which ranges from \$133 for junior coaches to \$199 for adults.

It is not an employment requirement of YMCA Geelong Inc. that its coaches pay the Technical Membership Fee however Gymnastics Victoria state that

“Technical Membership is a special category of membership with Gymnastics Australia. It is offered to coaches and judges who have successfully completed required competencies by attending one of Gymnastics Australia’s accreditation courses in Coaching or Judging.

Once the required competencies have been met, coaches and judges are invited to become Technical Members of Gymnastics Victoria/Gymnastics Australia. Each State Gymnastic Association Member is responsible for setting their own annual Technical Membership fee, with Gymnastics Australia setting their annual Technical Membership fee. The State Association Member and Gymnastics Australia's Technical Membership fee is usually presented to the member as one annual fee.” Gymnastics Victoria website 2014 February.

3. POLICY

The YMCA Geelong Technical Membership Policy states;

- 3.1 It is not an employment condition to have a Gymnastic Victoria / Gymnastics Australia Technical membership to coach at YMCA Geelong Inc. it is a coach’s individual choice if they wish to pay the membership fee.
- 3.2 Gymnastics Victoria requires competition coaches to be Technical Members in order to coach at certain levels.

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3.3 YMCA Geelong Technical Membership subsidy scheme has been established for those coaches who wish to cover the cost of Gymnastics Victoria Technical Membership.

- 3.4 The subsidy of up to 50% of the Technical Membership Fee will be covered if;
- a. The employee has been employed and worked a weekly shift for a minimum of 12 months;
 - b. and has attended 4 endorsed training sessions. The endorsed training will be notified annually to all coaches.
 - c. Staff must pay the membership fee and provide a copy of the receipt of payment of membership fee and met the above criteria in order to receive the reimbursement subsidy

4. DEFINITIONS

Technical Membership- Fee charged by Gymnastics Victoria to accredit gymnastics coaches.

5. SCOPE

This policy covers all Gymnastics employees of YMCA Geelong Inc.
 Claims against this policy are not retrospective.
 Implementation of the policy commences from 1st January 2014.

6. ROLES AND RESPONSIBILITIES

Department/Area	Role/Responsibility
Gymnastics Management Team (GMT)	Review the policy on a three year basis
Gymnastics Co-ordinator	Communicate Policy to all coaches Place policy in staff room Record attendance at GMT endorsed events Check service record for 12 months service Process reimbursement of Technical Membership fee once all criteria has been met and documentation has been provided.
Payroll Co-ordinator	Provide Service reports when requested by the Gymnastics Co-ordinator

Gymnastics Team Leaders- WAG/MAG Competitors	Budget for reimbursements Implement policy used the approved payment processes
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7. MONITORING, EVALUATION AND REVIEW

The policy will be monitored by the Gymnastics Management Team (GMT) and will be reviewed on a three year cycle.

8. SUPPORTING DOCUMENTS (LINKS TO PROCEDURES, LEGISLATION, FORMS, WORK PRACTICES)

Approved by: Gymnastics Management Team

Meeting number and date: 11 February 2014

Resolution number:

Effective date: 11/02/2014

Review date: 11/02/2017

Policy Owner: Rachel Crawford, Gymnastics Co-ordinator

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Amendment history:

Version	Date	Author	Change Description
V1	11/02/2013	Shona Eland	Draft and Approved by GMT