

YMCA Geelong Gymnastics Club - GV Technical Membership Subsidy Scheme Policy



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Policy Number	Date Approved	Date Last Amended	Status
YG 102-O	16/08/2017	16/08/2017	APPROVED GMT

1. YMCA GEELONG GYMNASTICS CLUB-GV TECHNICAL MEMBERSHIP SUBSIDY SCHEME POLICY

2. INTRODUCTION

Gymnastics Australia and Gymnastics Victoria requires all qualified coaches to affiliate with them and pay an annual subscription fee (Technical Membership) which ranges from \$146 for junior coaches (under 18 years) to \$212 for over 18 years of age.

In order for a gymnastics Club to be affiliated with Gymnastics Australia Standard 11 of the Club Affiliation Clause must be met

[Standard 11- Gymnastics Australia 2017 Club Affiliation Manual](#)

“ All gymnastics activities, are conducted by an appropriately Accredited Coach currently registered as a Technical Member with Gymnastics Australia. Appropriately accredited means the coach has the accreditation to coach the Gymsport in accordance with the GA skills matrix for the activities. The Club must ensure all gymnastics programs (as indicated in Section 4), and classes, are conducted by an Accredited Coach who holds a current Technical Membership with Gymnastics Australia (see Section 7). In addition, all Beginner Coaches must be directly supervised by an Accredited Coach and must not conduct any program/class on their own.”

Therefore **It is a requirement** of YMCA Geelong Gymnastics Club that its coaches are current and maintain Technical Membership with Gymnastics Australia.

“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 their State Association Member/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.”

YMCA Geelong Gymnastics Club – GV Technical Membership Subsidy Scheme Policy V3. 16.08.2017 (APPROVED)

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Gymnastics Victoria Website: February 2014.

3. POLICY

The YMCA Geelong Gymnastics Club Technical Membership Policy states:

- 3.1 It is a condition of Club Affiliations with Gymnastics Victoria that a Club's Coaches have a Gymnastic Victoria / Gymnastics Australia Technical membership Gymnastics Club
- 3.2 Coaches are responsible for the payment of the Technical Membership in an annual basis.
- 3.3 Coaches are informed by Gymnastics Australia at the completion of their Beginner and Intermediate Courses that the accreditation with Gymnastics Australia is valid for a 12-month period. Failure to pay the Technical Membership will result in the qualifications no longer being valid.
- 3.4 Gymnastics Victoria requires competition Coaches & Judges to be Technical Members in order to represent YMCA Geelong Gymnastics Club.
- 3.5 YMCA Geelong Gymnastics Club Technical Membership subsidy scheme has been established for those coaches & Judges who wish support to cover the cost of Gymnastics Victoria Technical Membership.
- 3.6 A subsidy of up to 50% of the Technical Membership Fee will be covered if;
 - The employee/volunteer has been employed and worked a weekly shift for a minimum of 12 months;
 - and has attended and provides evidence that they have maintained or extended their competency by completing approved updating activities that are relevant to the Gymsport and the level of their accreditation.
 - In order to calculate the total number of updating points required annually, refer to your highest level of accreditation (Coach or Judge). Regardless of the number of accreditations you hold, the total number of updating points you are required to complete will be based on your highest level of accreditation as follows:
 - Beginner – minimum of 3 updating points
 - Intermediate – minimum of 6 updating points
 - Intermediate Bronze – minimum of 6 updating points
 - Advanced – minimum of 6 updating points
 - Advanced Silver – minimum of 12 updating points
 - High Performance – minimum of 18 updating points
 - FIG – minimum of 18 updating points
 - More detailed information on points can be seen in section 10.Updating Policy – Points and Limits of the [Gymnastics Australia Updating Policy](#).

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Staff must pay the technical 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

3.7 Transitional Arrangement for existing Gymnastics Coaches from 1st July 2017 – June 2018 experiencing hardship.

The policy update effective 01/07/2017 recognises that coaches may experience financial hardship and the YMCA Geelong Gymnastic Club will offer the following transitional arrangements on request;

a. Those with lapsed qualifications between 1st July 2017 and 30 September 2017 will be eligible for training subsidy to re gain the expire qualification

b. a payment plan agreement may be entered into if the employ wish to have the balance of the subsidy garnished for their wages on a fortnightly basis for a period of not more than 6 months.

3.8 All YMCA Geelong Gymnastic Club Coaches must produce annually evidence that they have a valid Technical Membership and email a copy of the evidence to payrollhr.geelong@ymca.org.au prior to the expiry date.

3.9 All YMCA Geelong Gymnastic Club Coaches must provide a copy of their qualifications at the time of commencing employment, or on the upgrade of qualifications or as requested.

4. DEFINITIONS

Technical Membership: a fee charged by Gymnastics Victoria to accredit gymnastics coaches.

YMCA Geelong Gymnastics Club: this is the entity that governs the operations of YMCA Gymnastics program from Intro recreation level to Competitive program at Newtown Stadium and Arena Gymnastics only. It is the entity that is affiliated with Gymnastics Victoria.

5. SCOPE

This policy covers all employees who work in the YMCA Geelong Gymnastics Club entity of YMCA Geelong Inc.

Claims against this policy are not retrospective.

Implementation of the policy commences from 1st July 2017.

6. ROLES AND RESPONSIBILITIES

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Department/Area	Role/Responsibility
Gymnastics Management Team (GMT)	<ul style="list-style-type: none"> Review the policy on a three year basis
Centre Director	<ul style="list-style-type: none"> 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.
Coach Development Officer	<ul style="list-style-type: none"> Record attendance at GMT and GV endorsed Training events for all staff Provide an annual training calendar to GMT and publish it for all staff nu July each year. Provide an quarterly report to the GMT on the course and employees who have attended.
Payroll Co-ordinator	<ul style="list-style-type: none"> Provide Service reports when requested by the Gymnastics Co-ordinator & Centre Director
Gymnastics Team Leaders-WAG/MAG Competitors	<ul style="list-style-type: none"> Budget for reimbursements Implement policy used the approved payment processes

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)

[Gymnastics Australia Technical Member Handbook](#)

[Gymnastic Australia Updating Policy](#)

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9. DOCUMENT HISTORY

Approved by: Gymnastics Management Team

Meeting date: 116 August 2017

Effective date: 6/08/2017

Reviewed: 6/08/2020

Review date: 10/04/2020


Policy Owner: Renae Lamaro – Centre Director YMCA Geelong Gymnastics Club

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Amendment history:

Version	Date	Author	Change Description
V1	11/02/2014	Shona Eland	Draft and Approved by GMT
V2	10/04/2017	Rebecca Johnson	Updated section 3.4 to detail the number of updating points required for a reimbursement of the Technical Membership Fee Added two documents to section 8
V3	16/08/2017	GMT	Updated Clause 1- added the 2017 Technical Membership fee Changed “ <u>It is not an employment requirement</u> of YMCA Geelong Inc.” to Effective 01 July 2917 <u>It is an employment requirement</u> of YMCA Geelong Inc.” Updated Clauses 3.1, 3.2, 3.3, 3.4, 3.5,4,6. Inserted Clauses 3.7, 3.8,3.9

Approved at Gymnastics Management Team on 16/08/2017



Chief Executive Officer YMCA Geelong Inc

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