



DIRECTOR JOB DESCRIPTION

HEAD COACH/ COMPETITIVE DIRECTOR

Job Title:	7. Head Coach/Competitive Director	Revised Date:	April 09, 2018
MHA:	Kerry Park Minor Hockey Association	Term:	One Year

Description

Establishes, organizes and develops a system at all levels within the Association to promote further development of players and coaches through training programs and clinics. The position also ensures the selection of properly qualified and capable coaches for all teams and is responsible for the coordination of evaluations for competitive teams.

Key Accountabilities

- Establishes, organizes and develops a system at all levels within the Association to promote further development of players and coaches through training programs and clinics in conjunction with BC Hockey and VIAHA.
- Through read access to the Hockey Canada Registration, compiles and communicates all courses needed by coaches on each team before the deadline established by VIAHA and BC Hockey.
- Chairs the Coaching Selection Committee and ensures the selection for properly qualified and capable coaches, in accordance with the Policies and Procedures, for recommendations to the Board of Directors for approval.
- Provides the Treasurer/Finance Director with a list of coaches that need reimbursement for coaching courses.
- Coordinates and facilitates a mandatory coaching meeting at the beginning of the season.
- Communicates expectations, issues and concerns through monthly meetings with each teams' head coach.
- Sends pertinent BC Hockey bulletins and or VIAHA information to all coaches.
- Chairs the Development Committee to ensure an annual development recommendation plan is presented to the Board of Directors for approval.
- Presents monthly allotment of the development efforts and monies spent on each team to make sure they are fair and equitable to the Board of Directors.
- Coordinates and performs ongoing assessments and evaluations of all coaches and assists head coaches in enriching their practice plans and bench management skills through viewing practices on a regular basis.
- Coordinates and/or participates in seminars offered by the Association.
- Reports any outstanding issues or concerns of coaching conduct to the Vice President.
- Reports team or coaching suspensions or high amounts of penalties to the Board of Directors and shall refer ongoing conduct to the Disciplinary Committee.
- Oversees the competitive evaluations in compliance to Policies and Procedures.
- Enforces fair ice time rules and mediates any player-coach, parent-coach, coach-association minor problems brought forward by Team Managers or members.
- Administers and compiles individual player evaluations for those players who have indicated that they would like to try out for competitive teams.
- Arranges game supervisors for all home playoff games for the competitive teams under the Associations realm.
- Attends Director Meetings and prepares monthly Head Coach/Competitive Coordinator reports for the Director Meetings.

Experience

Previous experience with amateur/professional Head Coaching and competitive hockey are assets.

Typical Committees

Coach Selection Committee, Development Committee, Policies and Procedures Committee