HEAD COACH COORDINATOR

WEST KELOWNA MINOR HOCKEY ASSOCIATION

**JOB DESCRIPTION- 3 pages**

Develop and present on-ice programs within the association

Perform public relations as required pertaining to the association and its coaches

Liaise with Executive Committee on behalf of the coaches in the association

In charge of selection of coaches for various divisions within the association

Present list for selection of coaches to Executive Committee for approval

Liaise with BC Hockey District Coaching Coordinator regarding coaching clinics

Recommend coaches to Executive Committee for attendance at higher-level clinics

Meet with association coaches to discuss problems and solutions

Attend regular meetings of the Executive Committee

Perform evaluations on coaches during games and practices

Assist with evaluation of players for team selection

Establish team play guidelines

Coordinate meeting of coaches and players with local referee-in-chief or BC Hockey Referee Committee

Member for better understanding of the rules of the game

Other duties as assigned by the local association

Manage and minimize the risk inherent in performing the day-to-day duties of a coach coordinator

**QUALIFICATIONS**

Strong interest in and personal commitment to coaching

Ability to work in conjunction with District Coaching Coordinator and association coaches

Ability to prepare and conduct public relations events

Ability to design and implement programs at the association level

Ability to conduct evaluation of coaches

Ability to evaluate players for team selection

Strong commitment to BC Hockey coaching/initiation programs

Ability to present lectures to coaches at the local association level

Availability as to time requirements

Must have strong administration abilities

**SELECTION**

Selected and appointed by the Executive Committee of the association

