

YELLOWKNIFE MINOR HOCKEY ASSOCIATION

POSITION DESCRIPTION

Approved: 04 March 2008

POSITION: Director, Development Programs

REPORTING TO: President

AUTHORITY: As determined through a decision of the Executive Committee.

RESPONSIBLE FOR: Overseeing the implementation of the Development Program including goaltenders, regular players, coaches and on-ice officials.

DUTIES:

- Serving as a member of the Executive Committee;
- Overseeing the establishment of Association standards for coaches and on-ice officials;
- Arranging and tracking the proper certification of coaches and instructors;
- Arranging for local or out-of-town instructors to provide specialized training, as appropriate;
- Collaborating with the Yellowknife Referees' Association in the development of on-ice officials;
- Exploring opportunities and resources for training through Hockey NWT and Hockey Canada;
- Recruiting volunteers for the position of Coordinator for each of the development programs, as required; and
- Developing an annual budget for the Development Programs.

DESIREABLE ASSETS:

- Commitment to the Association Vision, Mission, Values and Operating Principles
- Ability to meet personal commitments and agreed-upon deadlines.
- Good organizational and inter-personal skills

TIME COMMITMENT:

- Approximately ten hours per week during August to October
- Approximately five hours per week during the rest of the season
- Approximately two hours per week during the non-hockey season.