

## Coach Selection Procedure- 2012/2013 Season

The Technical Director will be responsible for developing the coach application form, soliciting /recruiting interested individuals to submit the application form, forming the coach selection committee and chairing interviews with potential head coach candidates.

The technical director will solicit applications for head coaches via direct email to previous coaches and those that have expressed interest. The application will also be posted on the website and open to all individuals. Coaches that have previously coached a Z5AA team are not guaranteed a position and must go through the application process each year. Notice should be given of the deadline that applications must be received by. Once that deadline has passed, the interview and selection process should be completed within one month.

Head Coaches will be selected by a Coach Selection Committee consisting of the following individuals:

- a) Technical director who shall act as chairperson but may not vote or influence any division for which they have a vested interest (i.e. child in that division)
- b) 3 zone 5 AA executive members who do not have a vested interest in that division
- c) 2 representatives from different local associations. These individuals should have experience coaching ringette, but must not currently have a child involved in Zone 5 AA ringette.

The purpose of this committee is to represent the various local associations from which AA players originate from and present an unbiased, thorough review of potential candidates.

Committee members must attend all interviews for the same division. A final decision on coach selection will be made based on an open vote by the committee following the interview process. The following criteria will be used in making a final decision. In no order of importance, the criteria include, but are not limited to:

- 1) Coaching certification and credentials in accordance with Ringette Alberta and Ringette Canada rules
- 2) Coaching experience
- 3) Past ringette experience (as player or other capacity)
- 4) Interview results
- 5) Seasonal Plan
- 6) Other relevant coaching material presented
- 7) Past coaching evaluation results
- 8) Candidates ability to represent the club's best interest, demonstrated conformance to the bylaws and operations manual of the Club, Ringette Alberta, and Ringette Canada.

The Committee will rank each candidate in order and the technical director will present this ranking to the Executive members for final approval. Once the Executive board approves the selection (by majority vote of all voting members with no vested interested in that division), the technical director will offer the coaching position to the first ranked candidate. Once a candidate has accepted a head coach position, the other candidates will be informed of the results.

If only one application is received for a division, the executive will review the application and relevant information regarding the applicant and make a decision on whether or not a position will be offered to that applicant. A coach selection committee may be formed to interview the applicant.

In the case of one team per division:

Once a head coach candidate has been offered a coaching position and accepted, the application process is closed. Any further applications received for this division will be kept on file for future consideration if the need arises. These future considerations may include head coaching in another division, or assistant coaching positions.

In the case of two or more teams per division:

Head coaching positions will be offered to each of the ranked coaches in order up to the number of anticipated teams. In the event that less teams are formed due to extenuating circumstances, the first ranked coach will get the first team, the second ranked coach will get the second team, etc.

In situations where only one suitable applicant has applied by the application deadline and has accepted a head coach position, applications will continue to be accepted for additional teams in that division. The applications will be reviewed at the end of each month up until tryouts. Once a suitable applicant is found and accepts a coaching position for each team in that division, the application process will close and further applications will be kept on file. In the event that more coaches are available than the number of teams formed after tryouts, the coach which accepted the position first will be assigned to the first team.