

## St. John's Minor Hockey Association **VOLUNTEER APPLICATION**

Each season St. John's Minor Hockey (SJMHA) enlists the help and support of approximately 125 volunteer coaches, managers, and others in order to deliver our various hockey programs. Managing these volunteers to ensure they have all of the qualifications and to provide the necessary training is a primary responsibility of the Board of Directors. The Association's Administrator is tasked with ensuring only **qualified** volunteers are assigned positions for the upcoming season.

The following is a summary of the requirements associated with becoming a volunteer with SJMHA.

### **All Volunteers**

*These requirements are for all volunteers including staff, Board of Directors, coaches, managers, Hockey Canada Safety Persons and any other person in authority involved with minor hockey players.*

*1. Volunteer Application Form: attached*

*2. HNL Membership Application:*

This form, sometimes referred to as the "HNL Screening Form" must be completed prior to your first season as a volunteer and resubmitted every 3 years. Completed forms are to be returned to the minor hockey office where they will be forwarded to Hockey Newfoundland & Labrador for processing.

*3. Screening:*

The Certificate of Conduct, sometimes referred to as a "Criminal Records Screening Certificate", and Vulnerable Sector Check must be submitted prior to your first season as a volunteer and resubmitted every 3 years. A letter stating you are a minor hockey volunteer are available from the minor hockey office. Further information can be found at:

<https://www.rnc.gov.nl.ca/services/certificate-of-conduct/>

*4. Respect in Sport Volunteer Seminar:*

Every volunteer must complete the *Respect in Sport* online volunteer course. Please note that this is not the same as the required *Respect in Sport* for parents. The course can be found at

<https://hockeynl.ca/clinics/respect-in-sport-coaches/>

### **Coaches, Assistant Coaches and Trainers**

*The table below establishes the minimum qualifications for coaches in the recreational and all-star programs.*

<b>NCCP Qualification</b>	<b>House League Coaches</b>	<b>All-Star Coaches</b>
Coach 1	All Under 9 coaches	Not Required
Coach 2	Minimum requirement for all Under 11 to Under 18 (Minor and Female) Coaches	Under 9 Developmental Head Coach Under 11, Under 13 and Under 15 Assistant Coaches
Development 1	Minimum requirement for Head Coach on all Developmental teams playing in provincial tournaments	Required for all Under 13 and Under 15 Head Coaches Exemptions may be provided for Under 11 Developmental team Head Coach
Online Safety	Recommended for at least one member of every coaching staff	Required for at least one member of every coaching staff

Complete the volunteer application form on the following page, and submit it with copies of all coaching certificates to the Minor Hockey Office. At that time you will be provided with a letter that you must submit with your request for a Certificate of Conduct and Vulnerable Sector Check from the Royal Newfoundland Constabulary. The RNC will mail your certificate of conduct directly to SJMHA when it is completed.



## St. John's Minor Hockey Association

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# 2022/2023 VOLUNTEER APPLICATION

***All volunteers must provide a current Certificate of Conduct issued by the Royal Newfoundland Constabulary with their coaching application.***

## Personal Information

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
month/day/year

Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_

\_\_\_\_\_ Cell No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

## Children registered with SJMHA:

Name: \_\_\_\_\_ Division: \_\_\_\_\_

Name: \_\_\_\_\_ Division: \_\_\_\_\_

Name: \_\_\_\_\_ Division: \_\_\_\_\_

Please remove my application if my child is released from all-star team tryouts: Yes ☐ No ☐

## Position Applied For

(Please check appropriate boxes)

House League ☐ All-Star or Developmental ☐ (include a resume for these positions)

Head Coach ☐ Assistant Coach ☐

U9 ☐ U11 ☐ U13 ☐ U15 ☐ U18 ☐

U9 Female ☐ U11 Female ☐ U13 Female ☐ U15 Female ☐ U18 Female ☐

## Hockey Canada NCCP Certifications Completed

(Please check appropriate boxes and attach copies of certificates)

Coach 1 ☐

Coach 2 ☐

Development 1 ☐

High Performance 1 ☐

Respect in Sport ☐

Online Safety ☐

**Volunteers with the appropriate certifications and previous experience will be given consideration for all positions ahead of unqualified candidates. Volunteers may be limited to one position for the current season to maximize the opportunities for all interested volunteers.**