



Sundre Rec Hockey
Team Manager

Welcome and Congratulations on becoming a Team Manager!

We have created a checklist to help guide you as you transition in your new role. We hope you have a great year and we are always here for any kind of support if you aren't sure of something or need help.

- Introduce yourself in the RAMP App to your team and set out what the year is going to look like.

- Let parents know that each family is to take the Respect sport program via link supplied. It is a mandatory rule of Hockey Alberta that we have to follow. -

<https://www.hockeyalberta.ca/members/respect-sport/>

- A meeting has been set up **October 27st at 6:30 in Didsbury** with all the other teams in the league so you can sit down and book games all at once. Bring a blank calendar with your dates listed and a pencil to the meeting.

- Make sure you are paying special attention to the weekends we don't have home ice and book away games at that point.

- Chat with coaches about how many practices/games they would like to have. Hockey Alberta recommends 1:1 Practice to games ratio for U8 and U11, and 1:2 practice to games ratio for U15 and U18

- Input games into the RAMP app when games are scheduled. It is up to the Team manager to let the ref coordinator know the game schedule as soon as possible and email the ref coordinator and facilities to let them know if you have to cancel for any reason.

- Let your team know the importance of putting in their availability into the app - You as a manager can decide if you want to do a schedule for parents to take turns in the box to run score clock/time keep or post in teamsnap for each game and parents will volunteer for each game. You need 2 parents per home game.

Picture Day - It is your responsibility to collect forms and payments from your team members

Bacon Fundraisers- let your team know the dates it starts and ends and pick up. You are responsible to collect money and forms.

December

Have yourself and coaches watch as you play other teams and who you would like to invite to our tournament in Feb. You will send out invites to the team(s) you choose, if they accept then we will provide you with a package to send them with all information (including how to pay) in it.

The board will plan the Christmas event so you will not have to worry about it.

January

Final tournament payments and rosters are needed. Our tournament dates are Jan 31-Feb 2 this year.

February

First weekend in February is tournament weekend. Will need to have information to all parents to make sure everyone is signed up to volunteer and not have their second bond cheque cashed.

Have coaches think about year end awards and see if a parent would want to volunteer to coordinate a wind up party for the team.

March

If wanting to do gifts for the team, ask parents to put in a certain amount of money to cover awards and a wind up party (pizza party, bowling party, ect)

Important Contact Info

President

Brian Hansen

sundrerecpresident@gmail.com

Vice President

Heather Zloty

vicepresident.sundrerechockey@gmail.com

Treasurer

Chris Newton

sundrerectreasurer@gmail.com

Secretary

Amanda Adair

sundrerecsecretary@gmail.com

Ref Coordinator

Cassandra Jackson

cjackson2905@outlook.com

Facilities

facilitybookings@sundre.com

**If there are any issues or complaints on your team, please direct them to talk to Brian Hansen via email. He will be happy to help diffuse any situations that may come up

U8 Ice Times

Date	Time	Notes
Oct 4	5:30-7	
Oct 5	12-1:30	
Oct 12	12-1:30	
Oct 19	12-1:30	
Oct 26	12-1:30	
Nov 1	5:30-7	
Nov 2	12-1:30	
Nov 9	12-1:30	
Nov 17	7:30-8:50 am	U8 vs U8 Home Game
Nov 23	12-1:30	
Nov 30	12-1:30	
Dec 13	5:30-7	Christmas Event
Dec 14	12-1:30	
Dec 21	12-1:30	
Jan 11	12-1:30	
Jan 18	12-1:30	
Jan 26	7:30-8:50 am	U8 vs U8 Home Game
Jan 31- Feb 2	tbd	Home Tournament
Feb 9	7:30-8:50	U8 vs U8 Home Game
Feb 15	12-1:30	
Feb 21	5:30-7	
Feb 22	12-1:30	
Mar 1	12-1:30	
Mar 8	12-1:30	
Mar 15	12-1:30	

U11 Ice Times

Date	Time	Notes
Oct 5	1:30-3	
Oct 11	5:30-7	
Oct 12	1:30-3	
Oct 19	1:30-3	
Oct 26	1:30-3	
Nov 2	1:30-3	
Nov 8	5:30-7	
Nov 9	1:30-3	
Nov 23	1:30-3	
Nov 30	1:30-3	
Dec 13	5:30-7	Christmas Event
Dec 14	1:30-3	
Dec 20	5:30-7	
Dec 21	1:30-3	
Jan 11	1:30-3	
Jan 18	1:30-3	
Jan 31- Feb 2	tbd	Home Tournament
Feb 15	1:30-3	
Feb 22	1:30-3	
Feb 28	5:30-7	
Mar 1	1:30-3	
Mar 8	1:30-3	
Mar 15	1:30-3	
Mar 22	tbd	

U15 Ice Times

Date	Time	Notes
Oct 5	3-4:30	
Oct 12	3-4:30	
Oct 18	5:30-7	
Oct 19	3-4:30	
Oct 26	3-4:30	
Nov 2	3-4:30	
Nov 9	3-4:30	
Nov 22	5:30-7	
Nov 23	3-4:30	
Nov 30	3-4:30	
Dec 13	5:30-7	Christmas Event
Dec 14	3-4:30	
Dec 21	3-4:30	
Jan 10	5:30-7	
Jan 11	3-4:30	
Jan 18	3-4:30	
Jan 31- Feb 2	tbd	Home Tournament
Feb 15	3-4:30	
Feb 22	3-4:30	
Mar 1	3-4:30	
Mar 7	5:30-7	
Mar 8	3-4:30	
Mar 15	3-4:30	
Mar 22	tbd	

U18 Ice Times

Date	Time	Notes
Oct 5	4:30-5:50	
Oct 12	4:30-5:50	
Oct 19	4:30-5:50	
Oct 25	5:30-7	
Oct 26	4:30-5:50	
Nov 2	4:30-5:50	
Nov 9	4:30-5:50	
Nov 23	4:30-5:50	
Nov 29	5:30-7	
Nov 30	4:30-5:50	
Dec 13	5:30-7	Christmas Event
Dec 14	4:30-5:50	
Dec 21	4:30-5:50	
Jan 11	4:30-5:50	
Jan 17	5:30-7	
Jan 18	4:30-5:50	
Jan 31- Feb 2	tbd	Home Tournament
Feb 15	4:30-5:50	
Feb 22	4:30-5:50	
Mar 1	4:30-5:50	
Mar 8	4:30-5:50	
Mar 14	5:30-7	
Mar 15	4:30-5:50	
Mar 22	tbd	