



APRA Coaching Selection Guidelines

All candidates for a head coaching position are to apply in writing, and applications will be made available at least 30 days prior to the selection date. The application requests details on coaching history and qualifications, proposed bench staff, provides opportunity to share qualities and reasons that may differentiate them from other candidates, and requires the applicant to include 3 references and their contact details.

APRA establishes a qualified Coaching Selection Committee consisting of 3-5 representatives from Coaching, Player Development, Board Officers, and experienced players / coaches. The committee reviews all written applications, contacts references via phone or in-person, and jointly interviews each candidate in person. A standard group of prepared questions are asked of all candidates. In the case of a conflict of interest (e.g. a committee member is applying for a coaching position, or, has a close relationship with a candidate), the other members of the committee will chose a delegate to perform duties on behalf of the committee member.

Coaching Selection Criteria

- a. APRA strives to attract and retain quality coaches and help them develop. Quality includes:
 - i. Respectful and positive behaviour with the players, parents and the association, and to follow the ORA Bench Staff Code of Conduct
 - ii. Respect and support to other coaches in the Ajax and Pickering association, in all communication and discussions, especially with parents.
 - iii. Knowledge of the sport
 - iv. Support and commitment to the association
 - v. Support and commitment to player development
 - vi. Success in the development of players under their guidance
 - vii. Success in the development of assistant coaches under their guidance
 - viii. Willingness to continue to learn and develop
 - ix. Willingness to get and maintain required qualifications
 - x. Willingness to put the needs of the players and greater good for the team over their own personal needs - winning isn't everything at any level.
 - xi. Understanding that approach to coaching must be consistent with the age and level of competitiveness for the team they are coaching.

- b. APRA wants to promote and support women in coaching positions and help them develop.
- c. APRA strives to establish a pool of coaches that will stay with the organization for the longer term with preference to those that do not have their own children on the teams they coach. (Recognizing that this is limited in potential)
- d. **Additional Selection Criteria** is as follows:
 - i. Has obtained coaching qualifications as required by O.R.A. regulations (i.e. age and level appropriate), or, will be attainable by January 8th of the playing season;
 - ii. Has previous coaching experience;
 - iii. The Selection Committee will fairly evaluate all applications for coaching regardless of possible or perceived incumbents; however, *when all else is equal*, incumbents will be selected over new coaches.
 - iv. Head coaches will pick their remaining bench staff according to the guidelines set out by the O.R.A.; however, the Selection Committee may choose to interview proposed bench staff and reserves the right to decline that person's position on a bench if the candidate does not meet the core selection criteria as set out by APRA.
 - v. It will be the intent of the Coaching Selection Committee to assign a head coach to only one team per season.
 - vi. When two or more applicants apply for the same head coaching position, all applicants shall be interviewed in person and a final decision will be made by Coaching Selection Committee. The Committee may elect to appoint a head coach if only one applicant applies for a position.
 - vii. Where possible, the Selection Committee will offer opportunities to participate in coaching for those that would like to coach but are not awarded Head Coaching positions.

Once awarded a position, a Head Coach will:

- a. Provide proof via Ringette Canada and Coaching Association of Canada that their coaching certification is current and meets the requirements of the age and level being coached, or, ensure qualifications will be in place prior to January 8th of the playing season;
- b. Abide by all ORA as well as Ajax and Pickering Ringette Policies and Procedures.
- c. Provide a current Police Record Check – Vulnerable Sector Screening within 30 days of being awarded a position on a bench, and ensure that all members of their bench staff provide a PRC-VSS prior to the start of the playing season.
- d. Attend the APRA pre-season coaches meeting.
- e. Ensure that all bench staff successfully completes required training and certification prior to established timelines set out by the ORA.