



COACH DIRECTOR

Review date: April 6, 2021

Reviewed by: Craig Lane

Position Summary:

- The Coach Director is responsible for overseeing the Coach Selection process and ongoing communication to Coaches and liaison for organizing Coach Courses with Hockey Alberta.

Specific Responsibilities would include, but not be limited to:

Attendance at all Board meetings

- Schedule of Board meetings will be sent out for the year to all directors by the secretary.
- Coordinate and oversee the Coaches selection process.
- Liaise with Coaches ensuring that all coaches are certified accordingly for each team.
- All coach qualifications can be located on the Hockey Alberta Website.
- Chair coaches meeting/symposium prior to start of season, to provide updates to League & Hockey Alberta rules and guidelines.
- Monitor the progress of coaches throughout the year and bring forward reports to the board from time to time.
- Ongoing throughout the season
- Devise and deliver annual coach education programs of CMHA, Etc
- Pre-Season preparation for all Coach Development, communicate with Player Director in regards to the Development Program.
- Complete necessary financial purchase orders for all purchases relating to coach development.
- Complete necessary paperwork relating to CMHA coach development processes.
- Return all database information to CMHA if applicable.
- Devise and Deliver annual programs of workshops and seminars covering all relevant areas of coaching at foundation to performance levels.
- Develop differential programs aimed at the base of the coaching pyramid through to more targeted programs for those higher up the pyramid.
- Maintain a record of coaches attending CMHA events.
- Provide mentoring programs for identified coaches.
- Identify and train suitably experienced coaches to conduct mentoring across CMHA. Develop the appropriate resources to meet the needs of coach player development for coaches.
- Assist the association to develop their coaches through the delivery of coaching workshops and seminars.
- Perform such other duties as the President may direct.

Qualifications would include, but not be limited to:

- CMHA Member in good standing.