



Carleton Place Girls Hockey Association

2023 – 2024 Season

To Whom it May Concern:

The Carleton Place Girls Hockey Association is a place where girls ranging from age 4 to 20 foster a love of sport and develop community values.

We are a completely volunteer run association that interacts with the girls in numerous ways. The positions can range from executive members, coaches, trainers, team managers, on-ice helpers, and dressing room monitor to name a few.

Due to this our volunteers require a Police Record Check with Vulnerable Sector Screening to ensure the girls are in a safe environment as there will be multiple scenarios that will require the volunteer to supervise players in a group or 1 on 1 setting.

This is to confirm that _____ is a volunteer with our association and will be conducting the following activities:

Position Title: Team Manager

Overview: The primary role of a Team Manager is to support the Head Coach such that the volunteer can be responsible for organizing the players within the locker room, assisting with equipment, providing rides to and from practices or games, supervise players in a group or 1 on 1 setting in between games, practices, or tournaments.

Regards,

Adam Seguin

Director of Risk and Discipline

Carleton Place Cyclones

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