

Edmonton Federation of Community Leagues Ringette Association (EFCLRA) –

Coaching Development Committee (Coaching Selection Committee) Terms of Reference

The Coaching Development Committee is an operating committee of the EFCLRA and reports to the Board of Directors. The committee shall establish coaching tools, policies, and programs with a strong focus on recruitment, retention, and mentoring strategies.

Mission: To provide the highest quality coaches for our Ringette teams.

Vision: To provide our coaches with resources and support they need to create a safe and enjoyable learning environment possible for our athletes.

Goals and Objectives: Every athlete in our program deserves an opportunity to learn and grow in sport and in their personal lives. Our key objective is to provide the best learning environment that we can to foster a lifelong love for the sport of Ringette. We will do this by adhering to Ringette Canada's Long-Term Athletic Development Framework and to provide our coaches with the tools and resources they need to be successful in this pursuit. The coaching development committee is responsible for providing all coaches the opportunity to complete training and certification through the NCCP workshops and ECCLRA coach mentoring programs.

Committee Structure/membership:

- The Coaching Director shall be the Chairperson of the committee and provide:
 - Meeting communication and assign and supervise the committee work
- The committee shall have no less than 4 Board members and no more than 9 members in total to be made up of Board and non-Board members and be a minimum of 18 years of age.
- The Executive Director will hold a non-voting position on the Committee
- Membership is by appointment of the Coaching Director
- A quorum of 4 is required

Committee Meetings

- The committee will meet no less than 2 times per year (1-2hours/meeting) by either in person or by telephone.
- At the beginning of the season, additional meetings may be required to assist in the Head Coach selection process.
- Committee members may be asked to represent the committee at other ringette functions to communicate new initiates and roll out tools and resources to coaches.
- The committee will submit a summary report of all meeting to the Board of Directors

Scope of the committee:

Develop and administer the following programs:

1. Annual Coaches package – This package contains information pertaining to the upcoming season specific to the age group and division of the team.
2. Retention, recruitment and mentoring framework for coaches – This framework includes developing strategies on how to find coaches, retain them and mentor them as needed with the goal of creating lifelong coaches who in turn can become mentors for the next up and coming coaches.

3. LTAD framework and pathway training package (Coaching Development Model)– This package describes the framework upon which the program was developed and provides specific information for each age group on the requirements of the coach to deliver knowledge consistent with the Athlete Development Matrix.
4. Assist in the pursuit of, track and enforce the minimum standards of NCCP training and certification required for the appropriate age and division of the athletes.
5. Coaching Selection and Appointment Policy
 - a. Assist with policy development, implementation, and program delivery
6. Budget preparation for administering of NCCP, security checks, recognition programs (under retention), etc.
7. Submit recommendations related to coaching development, training and overall program delivery.
8. Respect our Coaches Policy – this policy statement outlines a code of conduct for treating our coaching and administrative volunteers that emphasizes to the human side of the work being done.
9. Coaches Appreciation and Award Program – to support the recruitment, retention and mentoring framework

DATE: August 30th , 2019 – **Approved by not ratified.**