# Job Description

1. Qualifications
   1. **Community Sport Trained** is ***required*** for all U10 Step 1 and Step 2 coaches
   2. Community Sport Trainedis strongly recommended for Active Start Head Coaches
   3. **EVERYONE** must complete [Safe Sport Training](https://thelocker.coach.ca/onlinelearning#SS) and [Making Head Way](https://thelocker.coach.ca/onlinelearning#MHW-SP-E)
2. Responsibilities include, but are not limited to, planning practice, making lineups, running the bench, opening (and closing) a bench gate, giving encouragement and direction to athletes, creating and maintaining a safe environment for athletes, cooperating with team staff and athletes’ guardians.
3. Ringette Growth
   1. Skills: introduce and develop core ringette skills including skating, stopping, passing, receiving, and checking.
   2. Game: introduce rules of ringette and concepts of lanes and lead passes
4. True Sport Principles
   1. Go for it: introduce more complex games that increase problem-solving abilities
   2. Play fair: ensure everyone participates equally at play, practice, and competition
   3. Respect others: introduce skills and activities that foster teamwork and cooperation
   4. Keep it fun: focus on the importance of having fun and developing friendships
   5. Stay healthy: guide learning about healthy habits including sleep and hydration
   6. Include everyone: create fun ways to welcome new athletes
   7. Give back: encourage athletes to respect the facilities they use - pick up their belongings and garbage, help set up/put away equipment.
5. [Code of Conduct](https://cloud.rampinteractive.com/ringettealbertagames/files/Ringette-Alberta-Code-of-Conduct.pdf)
6. Vulnerable Sector Check/Screening (VSC or VSS) – must submit a clean VSS that meets the [Screening Policy](https://ringettealberta.com/content/ringette-alberta-policies) requirements.
7. Soft Skills\*
   1. Get to know each athlete
   2. Treat athletes with respect
   3. Treat officials with respect
   4. Treat opposing athletes and coaches with respect
   5. Cooperate with the rest of the coaching staff
   6. Help athletes set individual goals
   7. Come to practice with a clear plan
   8. Communicate effectively with athletes
   9. Deliver positive messaging
   10. Model inclusivity and adapt to different learning styles
   11. Enforce rules equally with all athletes
   12. Be knowledgeable about the skills of ringette
   13. Be knowledgeable about the rules of ringette
   14. Reward effort, not just results
   15. Use positive reinforcement
   16. Make sure athletes are having fun
   17. Create a safe and welcoming environment
8. Include any association-specific information, dates, and events (association-wide fundraisers, hosting tournament, apparel, etc.)

\*There are some soft skills that are not required for some age groups or tiers. Work with your coaching director to establish reasonable and athlete-centred expectations and communicate expectations clearly to the athletes and guardians.

# Resources/References

* [Ringette Athlete Development Matrix](https://www.ringette.ca/wp-content/uploads/2023/09/Ringette_AthleteDevelopmentMatrix_v5-1-1.pdf)
* [Ringette – The Essentials](file:///G:\Shared%20drives\RABGeneral\DC%20-%20Coach%20Development\Ringette_Essential_guide_inter-1.pdf)
* [Team Staff Requirements](https://ringettealberta.com/content/coach-amp-team-staff-requirements)
* Ringette Alberta’s YouTube channel: <https://www.youtube.com/@ringettealbertaoffical>
* Coaching Resources: <https://ringettealberta.com/content/tools-for-practice-planning>
* Children’s Ringette: <https://ringettealberta.com/content/childrens-ringette-guide-for-coaches>
* Ringette BC’s Children’s Ringette resources: <https://ringettebc.ca/childrens-ringette/resources/>
* Ringette Canada’s YouTube channel: <https://www.youtube.com/@RingetteCanadaRinguetteCanada>

# Job Application

1. Applicant’s name and contact information, including their NCCP# for qualification verification.
   1. If they do not currently have the requirements, ask them to outline their plan to achieve the correct status.
2. Which division and tier are they applying for, and what role (head coach, assistant coach).
   1. Do they have a child/relative they want to coach and what age are they
3. Have they ever coached ringette in another association? If so, which one, and why did they leave?
4. Agree that they’ve read and understood the job description, including the Code of Conduct, and understanding that they must submit a clean VSS.
5. Coaching philosophy/Why do they want to coach?
6. What do they bring to the table?
7. Other/anything to add?