# Job Description

1. Qualifications
   1. **Comp Intro Trained** for all coaches, EXCEPT
      1. Head Coach for U14AA must be **Comp Intro Certified**.
      2. U14C and U16C coaches may be EITHER **Community Sport** OR **Comp Intro Trained**
   2. **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, setting a game plan, running the bench, opening (and closing) a bench gate, giving encouragement and feedback to athletes, creating and maintaining a safe environment for athletes, cooperating with team staff and athletes’ guardians.
3. Ringette Growth
   1. Skills: improve athletes’ consistency in individual skills, develop athlete stamina
   2. Strategies: improve athletes’ awareness on the ice, decision-making speed, and transition from Offense to Defense and vice versa.
4. True Sport Principles
   1. Go for it: teach athletes to honour the game by giving their best
   2. Play fair: explore situations of winning or losing and examine whether it reflects fair play
   3. Respect others: program strives for good team chemistry and positive interactions between everyone involved in the game (coaches, athletes, guardians, spectators, officials)
   4. Keep it fun: program focuses on the joy that comes from playing ringette
   5. Stay healthy: emphasize positive body image, educate athletes, guardians, and coaches about normal body changes
   6. Include everyone: encourage athletes to intervene or inform their coach about difficult situations, to prevent bullying etc.
   7. Give back: encourage athletes to become officials/coaches in the future
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. Help the team set goals
   8. Come to practice with a clear plan
   9. Stay calm on the bench during games
   10. Communicate effectively with athletes
   11. Deliver positive messaging
   12. Model inclusivity and adapt to different learning styles
   13. Enforce rules equally with all athletes
   14. Give athletes equal playing time
   15. Be knowledgeable about the skills and strategies of ringette
   16. Be knowledgeable about the rules of ringette
   17. Take an active role in coaching
   18. Reward effort, not just results
   19. Use positive reinforcement
   20. Make sure athletes are having fun
   21. 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>
* 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. Personal goals
8. Team goals
9. Other/anything to add?