# Job Description

1. Qualifications
   1. **Comp Intro Certified** for all coaches, EXCEPT
      1. U19B coaches may be **Comp Intro Trained** instead.
   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’ ability to create advantages and win 1 on 1 battles, execute at high speed consistently
   2. Strategies: improve athletes’ decision-making in high-intensity situations, awareness of different game situations
4. True Sport Principles
   1. Go for it: work with athletes to help them master the emotional elements of ringette
   2. Play fair: apply rules consistently and guide athletes to reason through their behaviour as well as the behaviour of others.
   3. Respect others: encourage athletes to speak about social issues that matter to them
   4. Keep it fun: recognize each athlete’s and the team’s achievements
   5. Stay healthy: refine athletes’ knowledge about sport nutrition, sport psychology, fitness training, and proper use of equipment
   6. Include everyone: hold periodic check-ins with different groups of athletes to develop the leadership core and assess team status
   7. Give back: provide opportunities for athletes to share their experiences through officiating, junior coaching, or role-modeling
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?