



Stephenville Minor Hockey  
P.O. Box 145  
Stephenville, NL  
A2N 2Y9

**Inquiries:** stephenvilleminorhockey@gmail.com  
**Payments:** smhaacct@gmail.com  
**Registration:** smharegister@gmail.com  
**Schedules:** smhaschedules@gmail.com  
**Website:** www.stephenvilleminorhockey.com

## Roles for Director – House League

### Directors

1. The division Directors will be approved by the Executive
2. No Director may be a coach or manager in the division over which he/she has responsibility, unless otherwise approved by the Executive
3. A member of the Executive may be allowed to be the Director if no other qualified person is available
4. Duties for each division Director, in relation to the division for which they have responsibility, are as follows:
  - Attend as many games and practices as possible
  - Track players and coaches attendance, submitting reports once every two weeks to the President
  - Assign and track players house league jerseys provided by the Executive, provide a copy of the jersey tracking sheet to the Executive once jerseys are assigned
  - Collect and submit all house league jerseys at year end for their division to the Executive (excluding U7 and Minor U11)
  - Planning a house league tournament / jamboree
  - Collect monies for things such as tournaments/jamborees, SMHA fundraisers, etc and submit them to the Treasurer
  - Be point of contact for coaches and goalies to ensure games/practices are covered
  - Submitting travel forms to the Scheduler and President
  - Carry out duties as directed by the Vice President or the President
  - At all times, ensure that the constitution and the by-laws of Stephenville Minor Hockey Association are upheld

Within the division for which they have responsibility, Directors have full authority over coaches and players. Directors do not have authority to question decisions of referees, or to interfere with the actual rules of hockey.