

Wembley Minor Hockey Association Parent Guidelines and Commitments

Wembley Minor Hockey Association is a competitive minor hockey league. When player numbers suffice we accommodate Initiation levels right up to Midget levels. WMHA is also part of the **All Peace Hockey League** and **Provincial** Hockey Playoffs. As a result of being in the All Peace Hockey League, you are required to travel any away games in your designated tier within Zone 1; attached is a copy of the Alberta Zone Map. In addition we frequently travel to tournaments or events outside our zone to give our players a broader hockey experience.

Wembley Minor Hockey is a complete parent-volunteer organization. All positions (including board members and coaches) are 100% volunteers. The expectation is that each family/player will assist in the operating of our organization; there are MANY ways that you can get involved; it is your responsibility to find a way to assist.

Each team will consist of a Head Coach, 2 Assistant Coaches, Manager, Trainer and Jersey parent and parent volunteers. WMHA executive chooses head coaches from volunteered applicants based on what is best suited for the level of team.

Head Coaches – Our coaches are amazing volunteers who give their time and knowledge to assist our children in obtaining their personal goals and in reaching their highest potential in hockey. The head coach will choose their coaching staff. Head coach duties also include :

- Planning, organize and conduct practices
- Pre-game preparation and formulation
- Obtain required coaching education as per Hockey AB regulations
- Participate in coaching development courses offered in the WMHA
- Assist with supervision of players on/off ice
- Support Team Manager

Assistant Coach – Our Assistant coaches are equally amazing volunteers who give their time and knowledge to assist our children. Assistant coach's duties include:

- Assist with planning, organizing and conducting practices
- Assist with pre-game preparation and formulation of game plans
- Assist as requested with operation of team during games
- Assist with supervision of players on/off ice
- Support the head coach
- Obtain required coaching education as per Hockey AB regulations

- Participate in coaching development courses offered in the WMHA

Team Manager – These managers are remarkable volunteers and play many roles within WMHA. Team manager's duties include:

- Oversee the management and operations of the team.
- Attends all WMH monthly meetings.
- Works with the coaches to allow them to focus on coaching.
- Scheduling of games and tournaments.
- Facilitates all parent and player meetings.
- Making sure each player has all fees paid, proper forms filled and signed.
- Delegates certain jobs to as they see fit, examples include; tournament coordinator, score and time keeper co-ordinator/trainer, team fundraiser coordinator, etc.
- Communication liaison **Team Trainer** - Duties include:
 - Attend each game, or find suitable replacement
 - Obtain required training and first aid courses as per Hockey AB regulations
 - Report to Head Coach and Team Manager as needed

Jersey Parent - Looks after the jersey's; this includes washing, distributing to players and complete collection at end of each game. Return to WMHA at the end of the season.

Parent Volunteers – Time clock, penalty box, security, fundraising and other duties as required.

Wembley Minor Hockey Events and Volunteer Opportunities:

- **Referee Coordinator** – Organize and advertise WMH referee clinic. Organize and schedule WMHA referees for all levels of the association. A liaison for the Grande Prairie Arbiter when required for Bantam and Midget games. Liaison to treasurer for payment of refs.
- **GOLD in The Net Coordinator**– Organize clinic and registrants; arrange accommodations for arriving coaches and arrange lunches for both days for players and coaches.
- **Jeff Toews Memorial Tournament** – WMH is fortunate to have the opportunity to represent at this exciting event. WMH is the currently the only association who is part of this event. WMH provides silent auction items and live auction items (all completed at the banquet) and keeps all profit. WMH requires each team to submit an auction item (valued at a minimum of \$250)

and provide volunteers to work the silent auction tables during the course of the tournament.

- **Demolition Derby** – This event is organized and put on by the Wembley Demolition Derby. This has become one of Wembley’s biggest and most exciting events of the year! For the last few years we’ve been fortunate enough to be part of this event. For this event we require volunteers to help with the grounds security. WMHA receives \$\$ for the amount of volunteers provided!
- **Hawaii Draw** – this is WMH’s major fundraiser. WMH is always in need of volunteers to organize this event and as tradition each team is responsible for a particular job. Each team is also required to submit an silent auction item with a value of a minimum of \$250. We also require that each team sell tickets to this event once the tickets become available.
- **Year End Banquet** – This is a great WMH event that gives us the opportunity to showcase our amazing kids and give thanks to our volunteer coaches, coaching staff and managers. WMHA participates in the Esso Participation Recognition and Awards of achievement program.

Wembley Minor Hockey Association is partnered with **Wembley Ag Society** in the operation of the arena. The more WMHA can do with the Ag Society the better this facility will be for our children. Wembley Minor Hockey is asked to support and volunteer with Ag Society functions and fundraisers. Some of these functions/duties include but are not limited to:

- **Wembley Minor Hockey/Ag Society Representative** - attend all Ag Society/WMH monthly meetings and relay important information and requests that may arise between both associations.
- **Arena Work Bees** Fall and Spring – Various jobs
- **Demolition Derby Concert** – The Wembley Ag Society has organized the concerts for the Demolition Derby for the last few years and has brought in some amazing musicians and artists. WMHA helps with the concert in areas where volunteers are needed.
- **Wonderland of Trees** - Auction items from each team (minimum value of \$250)
- **Casinos** – WMH and Ag Society alternate each year with the opportunity to work these casinos and because there are only a limited amount of people on the Ag Society, WMH volunteers with Ag Society on their turn as well. This year is for the AG Society. If we don’t fulfill the positions WMH and Ag Society lose our place with the casino and this is a huge \$\$ opportunity. The monies raised from the casino greatly help the Ag Society with operation costs.

Player Commitment

Players are expected to attend all games and practices, but we understand that sometimes it is impossible to make all of the scheduled games and practices. So players are expected to report any absences or conflicts to their coach, as soon as possible. Dates and time TBA by your team manager.

Volunteer Commitment

Any family that is not a WMHA executive or board member and is not fulfilling a WMH team position as listed above will be asked to volunteer for 2 events. Please let your team manager know which function or duty you would like to volunteer for and you will be contacted with further details closer to the date of the specified selection. If for some reason that particular event is cancelled we will still contact you for other volunteer opportunities. Please note that if you have more than one child in WMH you are still only required to volunteer for 2 events.

And anyone wanting to volunteer more than 2 is most welcome!! 📄 **Registration**

Requirements

1. Registration Form – 1 Cheque required for each player, will include Registration Fees and Ag Society Fee (Non-Members) Ag Society Lifetime Membership is \$150.
2. Player Release Form (If applicable)
3. New Parent to Minor Hockey Receive instruction for - Respect in Sport for Parents

Please Note: Discounted registration rates only apply up until July 1, 2015.

