



**Washington County Youth
Hockey Association**

2330 S. Main Street
P.O. Box 462
West Bend, WI 53095

Director of Coaching

This position requires an enthusiastic and professional individual with in-depth knowledge and appreciation of USA Hockey's skill development programs and objectives to assemble and manage a staff of quality team coaches that will work closely with our Director of Player Development to ensure that the proper curriculum is taught our member players, so that they continually meet and/or exceed their maximum potential on a regular basis.

Primary Responsibilities:

Reporting to the Executive Board and having voting rights at the board level, the primary responsibilities of this position are as follows:

- Determine the number of coaches needed for the various teams within the WCYHA, in accordance with Cradle Roll data.
- Solicit, assemble and manage a staff of coaches for our Pre-Hockey, ADM, Squirt, PeeWee, Bantam and Midget levels of players.
- Facilitate and manage the annual application process for all prospective coaches, in accordance with WCYHA needs, requirements and guidelines.
- Following the Team Selection process, determine the most qualified individuals from all applicants for one (1) Head Coach position and an appropriate number of Assistant Coaches for each team, at each level of play.
- Continually evaluate our coaching staff's compliance with USA Hockey and WAHA's Background Screening Policy, and re-evaluate any coaching staff member as deemed necessary.
- Conduct at least one (1) evaluation of each coach of each team at each age level during the course of a season (this can be a practice or game), to identify the strengths and any deficiencies that need to be addressed with further training, seminars or certification. This evaluation and report should be provided to the coach being evaluated, the Head Coach (email preferred), and the President of WCYHA.
- Liason with the Director of Player Development to ensure that our organization's player development objectives are being met, and that any and all deficiencies in skill development of any player are addressed and rectified by our coaches prior to the end of a hockey season.
- Develop an evaluation and recommendation form for all parents to complete and return, which outlines their opinions on the strengths, weaknesses and performance of each coach overall for the season.
- Liason with the Director of Player Development to ensure that our Pre-Hockey and ADM program Directors are teaching the proper curriculum at these levels, so as to develop the skills necessary for each player to advance to the next level of skating.

- Identify and select the best coaches within our organization that our Director of Player Development can utilize for our in-house camps and seminars.
- Attend and/or participate in at least three Ice Bear's practices or games per season, to identify practice routines, drills and programs for implementation with our Bantam and/or Midget level coaches, so that those player's skills are developed in accordance with the Ice Bear's standards.
- Provide monthly reports to the Executive Board of WCYHA as needed/requested.
- Attend regional WAHA meetings to represent WCYHA as requested by the Executive Board.
- Follow and enforce USA Hockey, WAHA, and WCYHA Coaches Code of Conduct.

Preferred Attributes:

- Excellent organizational, interpersonal, communication and management skills.
- In-depth knowledge of the USA Hockey player development curriculum.
- Previous experience as a Head Coach of some team within a youth hockey organization.
- A team player who is highly committed to the development of our coaches, who are responsible for the development of all skaters within our organization.

This position requires an individual to submit to and pass a Background Check – identical to the one required of our Board of Directors and Coaches, in accordance with the standards/guidelines/requirements established and published by USA Hockey; and endorsed and enforced by WAHA and the WCYHA. Failure to successfully and continuously pass this Background Check will be grounds for disqualification or immediate dismissal/removal from the position.

This position also requires an individual to currently have (at the time of application/expression of interest to the Executive Board) and then maintain at least a Level 2 coaching certification level with USA Hockey.

Assuming that the Director of Coaching satisfactorily performs the duties and responsibilities during the season as outlined above (to the Executive Board's expectations), the Executive Board will provide 100% credit against Volunteer Hour requirement for the individual in this position for the current season.

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