

**Santa Rosa Junior Hockey Club**  
**Application for Coaching Volunteer Position**



Submit to the Hockey Director via E. Mail or forward completed form to:

SRJHC  
C/O Director of Coaches  
Santa Rosa Junior Hockey Club  
Redwood Empire Ice Arena  
1667 West Steele Lane, Santa Rosa CA 95403

Name: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home/Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Employer: \_\_\_\_\_ Occupation: \_\_\_\_\_

USA Hockey# \_\_\_\_\_ DOB: \_\_\_\_\_

**Training:**

USA Hockey Certification Level: 1 2 3 4 5 USA# \_\_\_\_\_ Exp. Date: \_\_\_\_\_  
Required USA Hockey Module training \_\_\_\_\_  
Are you: First Aid Certified? Y / N CPR Certified? Y / N

**Hockey Coaching Experience** (Please name team year and achievements):

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**Other sports coaching experience:**

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**Coaching level: Basics, House Travel, Level ?** \_\_\_\_\_

(level & any reasons you would like considered):

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Comments: \_\_\_\_\_

Do you have a child at this level? Skater's Name: \_\_\_\_\_

**Miscellaneous:**

Have you ever been convicted of a crime: Y / N If yes, please explain on a separate sheet of paper.

Do you have any medical or physical limitation that SRJHC should be aware of that may interfere with your ability to coach or skate with kids? (Emphysema, Asthma, etc.): Please explain:

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Who should we contact in case of an emergency? \_\_\_\_\_

Relationship: \_\_\_\_\_ Contact Info: \_\_\_\_\_

Have you ever been suspended from coaching? Y / N If yes, please explain on a separate sheet of paper.

Please describe your coaching philosophy:

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**Please provide the following references:**

Coaching related:

1) Name: \_\_\_\_\_ Contact Info: \_\_\_\_\_

2) Name: \_\_\_\_\_ Contact Info: \_\_\_\_\_

Personal/Professional:

1) Name: \_\_\_\_\_ Contact Info: \_\_\_\_\_

2) Name: \_\_\_\_\_ Contact Info: \_\_\_\_\_

**Coaching Credentials:**

All coaches selected by Santa Rosa Jr. Hockey Club shall have successfully completed the appropriate registration process and registered for coaching clinic sponsored by USA Hockey by prior to being allowed to coach.

**Screening Process:**

Please note that anyone interested in coaching or volunteering with the Santa Rosa Junior Hockey Club must submit to a CAHA background screening and cannot be considered for a coaching position unless this process has been completed. The link to the screening procedures and process is on the CAHA web site. The SRJHC will pay for the costs associated with this screening.

I have already completed this step Y/N \_\_\_\_\_ season: \_\_\_\_\_ Expiration date: \_\_\_\_\_

The results of this process go directly to the President of the hockey club, and are confidential under Penal Code Section 11142. Violation of this section is a misdemeanor.

\*All coaches are required to submit to the SRJHC Screening Process.

\*Selected coaches will be required to participate in parent/player informational meetings.

\*Interviews may be formal or informal and conducted on an *as needed* basis only!

\*Head coaching selections will be submitted via the ACE Coordinator to the Board of Directors for approval. Assistant coaches are approved by the ACE Coordinator and will be selected prior to or during travel team formation. .

\*Travel team Coaches are required to follow the SRJH Team formation guidelines Santa Rosa Junior Hockey recruits and develops volunteer coaches whose role is to help players get the most out of their participation in ice hockey, and to be a positive role model and example for the players. All SRJH coaches are expected to provide team leadership for the duration of the season. Coaches are required to participate in SRJH coaches meetings and the USA Hockey Coaching Program clinics or online classes.

Each team will normally be assigned a Head Coach and two Assistant Coaches. While each coach may share equally in the duties required to run the team, the final responsibility belongs to the Head Coach. Coaches are to ensure that they and their players adhere to all the SRJH and USA Hockey standards. These standards include the USA Hockey & CAHA Players and Coaches Code of Conduct and Rules of Discipline. Coaches should develop relationships with their players so that they can teach and lead them. Coaches should also develop relationships with parents in order to provide a fruitful and enjoyable experience for everyone involved. Coaches and parents should develop a working relationship that will help players achieve his/her maximum benefit. Another job of the coach is that of communicator. The coach must make sure that all players and

parents are aware of the game and practice schedules. The coach should be able to clearly communicate season, practice, and game objectives to players and parents. A good coach must also listen to the concerns expressed by players and parents in order to maximize the hockey experience for all involved. The coach will use a team manager to assist in the communication effort.

### **Basic Responsibilities**

1. Coaches must be present before, during and after games and practices in order to coach their players. A coach must always be present on the ice when players are on the ice for practice and on the bench when players are on the ice for games. All players and coaches on the ice must be USA hockey registered.
2. Dressing rooms are to be supervised by team coaches while in use before and after games and practice. Roster players and coaches and SRJH CAHA Screened volunteers should be the sole occupants in the dressing rooms before and after games and practices except in instances where a player needs assistance from a parent or if a coach cannot be present, it is the coach's responsibility to make proper arrangements for a suitable coach/adult replacement.
3. Coaches ensure that each player is afforded optimum playing and practice time, based upon SRJH team objectives.
4. It is the coach's responsibility to know and understand the USA Official Rules of Ice Hockey. The coach must be prepared with game and practice plans before his team goes on the ice. Practices should be instructive and challenging for the players.
5. Coaches may organize off-ice training for the team as needed. This can take place before or after practices or on an alternate day.
6. Coaches will help enforce the SRJH and USA Hockey's guidelines regarding the wearing of required hockey equipment during all games and practices. The coach should bear a major role in ensuring the safety of his players while they are on the ice.
7. Coaches shall show appropriate respect and sportsman like conduct to officials, players, parents and opponents. There will be no drinking or profanity by coaches at any time around players, parents, fans or in the arena or arena parking lots. The consumption of alcohol prior to a game or practice or while supervising SRJH players, use of profanity or other improper conduct; to include roster changes and changing schedules without SRJH approval, will be subject to disciplinary action and/or lead to dismissal from SRJH.
8. Coaches are required to enforce and follow all SRJH policies, disciplinary actions and USA Hockey rules.
- 9. No coach may make any additions or substitutions from official USA Hockey Team Roster without permission from SRJH Hockey Director.**
- 10. No coach may schedule any tournament out of state, without filing the NORCAL travel request form.**
- 11. No coach will be allowed to schedule any games with a team that isn't USA Hockey registered for any reason. This includes scrimmage games, pick up games and practice games.**
- 12. Coaches are not allowed to suspend a player from the team without the written consent of the Hockey Director.**

As a coach with the Santa Rosa Junior Hockey (SRJH), I understand it is my responsibility to provide leadership and set the standard for sportsmanship, both on and off the ice, for my players and their parents. I agree to abide by the policies, rules and guidelines as set forth by USA Hockey, CAHA, NORCAL and SRJH.

Signature\_\_\_\_\_Date\_\_\_\_\_