

Board of Director Job Descriptions

Tryout Director

Position Specific Skills

This person must have extensive hockey knowledge, preferably having been involved in running association tryouts in some capacity. They must be organized, or able to delegate, and the tryout process takes significant coordination of many persons. This person should also be willing to work in a Lead Role, as they will be conducting tryout committee meetings, pre and post-tryout meetings and addressing questions/comments that arise relating to tryouts.

Responsibilities

- Responsible for the annual traveling tryout process at CYHA (all levels Squirrel/U10 - Bantam/U15).
- Responsible for the annual Jr Gold/U16 tryout process at CYHA.
- Hold tryout committee meetings. Address all concerns heard at post tryout meeting. Define the Tryout Committee assignments and job tasks for the committee.
- Revise Tryout Process as recommended by tryout committee. Must be approved by CYHA board.
- Determine ice needs and work with Ice Scheduler to schedule tryout ice.
- Hold Pre-tryout meeting for all members in September - to educate membership on process.
- Assure meeting is advertised appropriately.
- Hire independent evaluators or advertise for volunteer internal evaluators, whichever the board has decided to go with that year.
- Define drills and scrimmages with the assistance of coaches/tryout committee.
- Provide volunteer requirements to Volunteer director.
- Define / develop player rotation process.
- Post player assignments in compliance with CYHA Tryout process.
- Responsible for system to post tryout results.
- Schedule and run post tryout meeting for the association and advertise for next season's tryout committee.
- Make sure CYHA has necessary tryout jerseys for players and goalies.
- Responsible for making sure that nothing inappropriate happens at tryouts, and that the procedures of the CYHA are followed.
- Responsible for ensuring volunteers complete their duties during the tryout process.
- Hire EMT services for Phase I tryouts.