



## **Volunteer Role Description**

### **Bantam Director – Buffalo Youth Hockey Association (BYHA)**

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## **Purpose**

Oversee and elevate the BYHA Bantam program, ensuring every player develops safely, competitively, and with a passion for the game as they transition to high-school hockey.

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## **Key Responsibilities**

<b>Area</b>	<b>What You'll Do</b>
<b>Program Strategy &amp; Player Development</b>	<ul style="list-style-type: none"><li>• Work with Player Development and coaches to create age-appropriate development goals that balance skill progression, team systems, and hockey IQ.</li><li>• Promote safe body-checking techniques and USA Hockey concussion-prevention protocols.</li></ul>
<b>Coaching Selection &amp; Support</b>	<ul style="list-style-type: none"><li>• Recruit, interview, and recommend head and assistant coaches for all Bantam teams with a strong focus on bringing in non-parent coach options</li><li>• Provide coaches with resources, mentorship, and mid-season evaluations.</li><li>• Encourage continued education (e.g., checking-certification clinics).</li></ul>

**Team Leveling,  
Rostering & Tryouts**

- Partner with BYHA Tryout Coordinators and the HOC VP/Hockey Director to build the tryout schedule, evaluation criteria, and on-ice flow.
- Oversee evaluations for fair, transparent placements into the appropriate skill tiers.
- Communicate results and next steps promptly to families.

**Pre-Season  
Conditioning & Clinics**

- Organize off-ice conditioning recommendations and on-ice skill sessions before tryouts.
- Secure ice times, coaches, and training resources.

**Tournament & Schedule  
Planning**

- Coordinate with the Tournament Coordinator to select competitive events that fit team caliber and budget.
- Review game-count balance (league vs. tourney vs. scrimmage) to manage player fatigue.

**Discipline & Code of  
Conduct**

- Serve as the first point of contact for any Bantam-level disciplinary issues (players, parents, coaches).
- Enforce BYHA policies and USA Hockey sportsmanship guidelines.

**Parent & Player  
Communication**

- Lead pre-season and mid-season parent meetings.
- Send regular updates on program progress, expectations, and key dates.

**Program Leadership &  
Reporting**

- Present Bantam program status and needs at monthly HOC meetings.
- Track budgets (clinics, resources, tournaments) and submit requests.

- Collaborate with Squirt/Peewee directors to ensure smooth player progression.
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## **Ideal Qualifications**

- Deep knowledge of Bantam-age hockey development and safety standards.
  - Prior coaching or hockey-operations experience.
  - Strong organizational skills with the ability to juggle multiple teams and timelines.
  - Excellent communicator—clear, confident, and approachable.
  - Collaborative leader who builds trust with volunteers, board members, and families.
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## **Time Commitment**

- **Peak season (Aug–Mar):** ~6–8 hrs/week (tryouts, practices, games/tourneys, meetings).
  - **Off-season (Apr–Jul):** ~2 hrs/week (planning, outreach, coach recruitment).
  - Two-year term recommended for continuity.
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## **Reporting & Collaboration**

- **Reports to:** BYHA Hockey Operations Committee (HOC) VP / Hockey Director
  - **Works closely with:** Bantam team coaches, Tryout Coordinators, Tournament Coordinator, Registrar, Treasurer, Ice Scheduler, and Communications Lead.
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## **Interested?**

Email **byhaopenings@buffalohockey.net** with:

1. **Your hockey resume** – coaching certifications, playing experience, leadership roles, and any relevant administrative work.
2. **A brief statement (1-2 paragraphs)** explaining why you believe you're the ideal candidate to lead and grow BYHA's Bantam program.