

Coach-in-Chief

Major Role: Responsible for ensuring that the on-ice programs are of the best possible quality by recommending appointment of coaches, coordinate background checks for coaches, educate coaches, conduct regular coaching meetings, board liaison for all matter related to coaches, conduct and or coordinate coaches clinics. This position performs all of the duties incidental to the office of Coach-In-Chief and such other duties as from time to time may be assigned by the President and the Board of Directors. As a member of the association's board, you are a representative of the general hockey public, working in the best interest of the entire youth organization. You are required to provide status, input and direction to the board related to the area of responsibility defined within this description.

Responsibilities:

1. Chair the Coaching Committee which is responsible for recruiting new coaches & recommending appointment of coaches for each age level.
2. Keep records of all coach, team manager, locker room monitors and board member paperwork (safesport, background check etc).
3. Hold regular meetings with coaches throughout the season.
4. Coordinate with Skills Director for practice plans etc.
5. Schedule, organize, promote and administer all clinics conducted as part of the CEP.
6. View the work of the coaches whenever possible and work with district/WAHL personnel to improve the overall coaching.
7. Assist in the development of educational materials and serve as a resource in the development of such materials.
8. Seek out and encourage coaches to become CEP instructors and conduct regular instructor training sessions.
9. Promote age-specific skill development and encourage the implementation of the ADM.
10. Deliver parent education
11. Provide monthly status report to the GHA Board on all activities, plans, progress etc.
12. Assist with other roles as requested by the board
13. Comply with Board Code of Conduct, Conflict of Interest and Non-disclosure Agreement.
14. Complete WAHL Background check, register with USA Hockey and complete Safesport module.

Job Requirements:

- Positive attitude, great interpersonal skills and ability to collaborate with many people
- Self-Motivated and takes initiative
- Required time may include weekends and evenings
- Required to attend all Board meetings and other meetings related to association as necessary
- Must have regular, daily Email access for Board communications.

Time Needed for Position: This is a 24-month position, re-appoints every two years. This position requires 2 to 4 hours weekly, based on time of year and current level of activities. Requirements may jump to 10 plus hours per week during peak activity times.