

YELLOWKNIFE MINOR HOCKEY ASSOCIATION

COACH SELECTION – DEVELOPMENT TEAMS

POLICY AND PROCEDURES

Approved: 18 September, 2008

1.0 PURPOSE

The Association strives to provide its members with the best possible coaches while also providing opportunities for individual coaches to develop their skills. This statement is intended to describe:

- the Association standards with respect to Development teams coaches; and
- the process for selecting coaches for Development teams.

2.0 SCOPE

This policy applies to all coaches who are selected to coach Development teams.

3.0 COACH STANDARDS

Persons who wish to coach Development teams are expected to meet the following personal and technical standards:

3.1 Personal Standards

Coaches must be:

- A member of the Yellowknife Minor Hockey Association;
- Committed to the Vision, Mission, Values and Operating Principles of the Association;
- Committed to teaching life skills in addition to technical skills;
- Committed to working with the other coaches for the collective welfare of the Development teams;
- Considered a role model for the players; and
- Willing to complete a Criminal Records Check

3.2 Technical Standards

Coaches should meet or be committed to meeting the following requirements by 30 November of the current season:

Division	Hockey Canada Certification*	
Peewee	Development 1	Speak Out Program
Bantam	Development 1	Speak Out Program
Midget	Development 1	Speak Out Program
Female	Development 1	Speak Out Program

* National Coaches Certification Program

4.0 APPLICATION TO COACH

Members who wish to apply for the position of Head Coach (Peewee, Bantam, Midget or Female) must submit an Application to Coach (attached) and evidence of a completed application for a Criminal Records Check (CRC) by the RCMP.

The Application must be accompanied by a comprehensive seasonal development plan for the team and proof of certification or enrollment in the required courses.

The Application must also include a fundraising plan in support of the seasonal development plan and anticipated team travel.

The application and, written confirmation that the CRC has been submitted to the RCMP, must be submitted to the Chair, Development Teams Committee by 01 September.

When applicants are interested in more than one coaching position, they must indicate their order of priority for the positions.

5.0 REVIEW AND SELECTION

5.1 Review Committee

Applications will be reviewed by a Selection Committee which shall be comprised of:

- Chair, Development Teams Committee
- Assistant Chair, Development Teams Committee
- A member of the Executive Committee who has not applied for a coaching position. This member may vary by division.

5.2 Evaluation Criteria

The applicants will be assessed against the personal standards outlined in section 3.1. Additional criteria which will be considered include:

- Current Hockey Canada certifications;

The minimum certifications are indicated above. Additional certifications will be given favourable consideration.

- Past coaching experience in hockey or other sports;

A demonstrated record of coaching at the League Program level or in other sports will be given favourable consideration.

- Past performance as a coach in the Association;

Positive feedback (unsolicited) from past players, parents and colleagues will be given favorable consideration. Conversely, negative feedback will also be considered.

- Scope and quality of the seasonal development plan; and

A seasonal development plan which focuses on the development of technical skills, life skills and team strategies is expected.

- Scope and quality of the seasonal fundraising plan.

A seasonal fundraising plan which addresses team travel and other operating costs is expected.

5.3 General

The application must address each requirement listed in sections 3.1, 3.2 and 5.2.

As the Association is committed to providing development opportunities for coaches, the final decisions may not rest on the entirety on the numerical evaluation (see Appendix 1).

In some cases, the Selection Committee may interview a candidate before making its selections.

The Selection Committee reserves the right to appoint the assistant coaches if it does not agree with the applicants proposed choices

The Chair, Development Teams Committee will communicate its decisions to the applicants.

6.0 ASSISTANT COACHES

The Head Coach, in conjunction with the Development Teams Committee, will select his/her Assistant Coaches. Assistant Coaches must have or be committed to obtaining the appropriate certification level by 30 November of the current season.

Applicants for a Head Coach position may include a written request for specific Assistant Coaches (maximum of two) to be appointed to the team. This request must include a written statement from the proposed candidate(s) supporting the request.

The Assistant Coaches must be approved by the Development Team Committee.

7.0 PERFORMANCE REVIEW

Coaches may be subject to a year-end evaluation through an anonymous member survey. The year-end evaluations may be consulted when considering subsequent applications.

YELLOWKNIFE MINOR HOCKEY ASSOCIATION

APPLICATION FOR POSITION OF: COACH, MANAGER OR ON-ICE HELPER

Name of Applicant:		Date of Application:	
Phone Number (W):		Phone Number (H):	
Phone Number (C):		E-mail:	
Season Applied for (Year):		Division(s) of Interest (in order of priority):	
		1)	2)
Position(s) of Interest (in order of priority):			
Head Coach:	Assistant Coach:	Team Manager:	On-ice Helper:
Technical Certification:	Year Attained	Coaching Theory	Year Attained
Initiation		CBET A (Theory I)	
Community Coach (Level 1) *		CBET B (Theory II)	
Development 1 (Intermediate)			
Development 2 (Advanced)			
High Performance 1 (Advanced Level II)			
Safety and Risk Mgmt.			
Speak Out			
Are you prepared to upgrade your National Coaching Certification Program requirements?			
Yes:		No:	
Have you submitted an application to the RCMP for a Criminal Records Check? (Please see Association policy on Background Checks)			
Yes:		No:	
Do you accept the Fair Play Pledge for Coaches?			
Yes:		No:	
* refers to the old certification levels.			

Briefly describe your reasons for applying for the above-noted position(s). Some questions to consider include:

What is your philosophy of coaching?
What values and life skills do you strive to teach through coaching?
What role does positive reinforcement play in your coaching?
What do you consider to be your strengths as a coach or manager?
In what areas do you wish to improve your skills?
Additional Comments:

Appendix 1: Development Team Coach Rating Schedule

APPLICANT:

Item		Assigned Weight (A)	Unit Points Awarded (B)	Total Points (A) x (B) = (C)
1	Minimum Hockey Canada Certifications	10		
2	Additional Hockey Canada Certifications	5		
3	Past Coaching Experience	20		
4	Past Coaching Performance	25		
5	Seasonal Development Plan	30		
6	Seasonal Fundraising Plan	10		
Total:		100	N/A	

Comments:

Committee Member _____

Date _____

Note:

Unless otherwise stated, unit points will be assigned as follows:

Deficient: 0 points

Poor: 1-3 points

Fair: 4-6 points

Good: 7-8 points

Excellent: 9-10 points