



Brantford Girls Hockey Association Position Descriptions

Position Title:	Head Coach - Representative
Purpose of Position:	<p>Oversee and be responsible for all aspects of the operation of the Representative (REP) Minor Hockey team to ensure the objectives of the Association as stated in the Policies and By-laws as set by the Board of Directors from time to time, are met.</p> <p>To incorporate the Canadian Sports Policy's (2002) Vision of "a dynamic and leading-edge sport environment that enables all Canadians to experience and enjoy involvement in sport to the extent of their abilities and interests and for increasing numbers to perform consistently and successfully at the highest competitive levels."</p> <p>To follow the BGHA vision of following the Long-Term Athlete Development Program that is athlete centered, coach-led, and association supported.</p> <p>https://bgha.ca/Public/Documents/Long_Term_Athlete_Development_2.1_compressed.pdf</p>
Risk Level:	High – working in close proximity with children, able to significantly influence the individual.
Skills & Qualifications	<p>Skills</p> <ul style="list-style-type: none"> ▪ Ability to communicate in a highly effective manner with players, parents, coaching/team staff and members of the Executive. ▪ Ability to effectively diffuse intense and sometimes hostile situations. ▪ Ability to instruct, motivate and lead players. <p>Qualifications</p> <ul style="list-style-type: none"> ▪ National Coach Certification Program (NCCP) 1 or higher <p>OWHA Coaching Requirements according to Division: https://bgha.ca/Public/Documents/OWHA_Coaching_Requirements.pdf</p> <ul style="list-style-type: none"> ▪ Respect in Sport Certificate ▪ Valid Police Record/Vulnerability Check ▪ Gender Identity and Expression Course
Boundary & Limitations	<ul style="list-style-type: none"> – The Head Coach is prohibited from holding any team events prior to the completion of the selection process, as scheduled by the BGHA executive, for that current season – The Head Coach is bound by the OWHA Code of Conduct and all rules, regulations, by-laws, articles and policies of the OWHA. – The Head Coach is bound by the LLFHL and all rules, regulations, by-laws, articles and policies. – The Head Coach is bound by the BGHA and all rules, regulations, by-laws, articles and policies
Vulnerability of Persons Served:	<ul style="list-style-type: none"> – Works directly with young girls between the ages of 4 (four) and 18 (eighteen)
Screening	<ul style="list-style-type: none"> – All coaches must complete and submit a coach's application.



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Requirements:	<ul style="list-style-type: none"> – At least three (3) references must be provided – Application reviews are conducted by the BGHA coaching selection committee. Interviews may be conducted.
Supervision and Support:	<ul style="list-style-type: none"> – This position reports directly to the Representative Director. – The Head Coach has the support of additional team staff members: Assistant Coach, Trainer, Manager, and Team Statistician/Webmaster. There should be three (3) at a minimum. – The Association endeavors to provide current and relevant electronic resources within the BGHA website related to coaching. – Participation in Esso Fun Days sponsored by the Association as a mentor or being mentored

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Duties/Activities/Responsibilities:

- Prepare plans for and facilitate all player selection ice times
- Oversee all team activities
- Manage the safety of the participants
- Prepare appropriate plans for each practice and provide appropriate communication to coaching staff prior to practice
- Comply with all the necessary rules, guidelines, regulations, etc. with OWHA, LLFHL, BGHA
- Select a Team Statistician/Webmaster to fulfill responsibilities; may make recommendations for Assistant Coach, Manager, and Trainer. All roles require their respective application.
- Off ice activities: Coaches are expected to adhere to the Hockey Canada Mission Statement and BGHA's Belief Statements and their Respect in Sport/Speak Out designation. Coaches are expected to continue to act as a role model and their actions need to reflect the commitment they have made to create a safe, social and welcoming environment.

Time Commitment:

- The Head Coach is expected to attend all team events including practices, games (exhibition, regular season, tournament and playoffs) and team sanctioned events or designate a replacement.
- Coaches, or designate, are expected to allocate sufficient time before and after games and practices and allow for adequate supervision.
- Coaches are expected to plan for and hold at least one coach's meeting and one parent meeting to communicate team expectations.
- 1-2 games per week (home and/or away), one practice per week, at least one tournament per season and end of year Banquet.

Location:

- The majority of the coaching responsibilities will occur at the Brantford Girls Hockey Association home ice, which is the Wayne Gretzky Sports Centre. Secondary locations are Lion's Park Arena and the Brant Sports Complex.
- The Head Coach (or designate) will be required to travel to other centers to participate in all games, attend training sessions or information meetings as required by the BGHA Executive. NOTE: Some games may involve US travel for League Play.



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Orientation and Training:

- Attend scheduled coach's meetings as set by the Representative Director
- Start-up Coach Package
- Continue professional development with the approval of the Representative Director
- Coaching resources within the BGHA Website

Approved By:	BGHA Board	Date:	December 2017
Last Updated By:		Date/Time:	