



## **Tier 1 Head Coach U15/U13**

### **Victoria Racquet Club Minor Hockey Association**

---

#### **Job Description**

The VRC Tier 1 Head Coach oversees and is responsible for all aspects of the day-to-day operation of a Tier 1 minor hockey team to ensure the objectives of VRC as stated in the constitution and set by the board of directors, are met. This position reports to and is accountable to the Director of Hockey and is responsible to provide a full range of coaching expertise and knowledge that supports player excellence, with a focus on a consistent and positive approach.

Qualifications for this position include:

- NCCP Developmental plus 5 years coaching experience with players under the age of 18
- Criminal Record Check (CRC) (to be renewed every three years)
- Respect in Sports (RIS) - Activity Leader
- Concussion Awareness Training Tool (CATT)
- Familiar with Hockey Canada's Long-Term Player Development (LTPD) and Long-Term Athlete Development (LTAD) models
- Knowledge of current trends, best practices, philosophy and techniques of hockey service delivery

This position is based on attending approximately three practices and two games a week (expectations will also be provided regarding tournament play). All applicants will review and agree to abide by the minor hockey association's Code of Conduct. This position will be subject to review and evaluation at the end of each season.

Listed below are the specific duties and responsibilities required to be fulfilled during the course of the season.

#### **Job Part I - Coach as a Leader**

1. Establish seasonal goals and objectives for the team and file with the Director of Hockey.
2. Serve as a role model for your players in reference to appropriate behaviour towards officials, other coaches, other players (no reported penalties or complaints).

3. Develop leadership abilities in your athletes (let them lead drills in practices, mentoring).
4. Remain positive, focused and in control.
5. Address officials in a controlled, professional manner (only the coaches and/or captains should address officials).
6. Serve as a spokesperson for, and represent, the team at all games, meetings and functions.
7. Provide individual and team feedback in a specific and positive manner.
8. Ensure all team members (players, coaches and team officials) uphold the rules and regulations of the VRCMHA, VIAHA, BC Hockey and Hockey Canada.
9. Meet with parents at least 3 times a year (preseason meeting a requirement to outline philosophies, ice time, playing time).
10. Demonstrate a sincere interest in helping athletes to maximize their potential.

### **Job Part II - Coach as a Teacher**

1. Teach hockey skills for the age group as outlined in accordance with our coaching principles.
2. Develop a seasonal plan by the conclusion of tiering.
3. Teach skills using proper sequences and progressions using understandable language.
4. Ensure supervision of the team during the warm-up, ensuring all players complete proper warm-up routines and goaltenders are warmed-up with safe shots of increasing difficulty.
5. Recognize that athletes differ in learning and readiness to learn (patience and perseverance).
6. Attend skill development sessions and provide feedback and support during these sessions.
7. Promote VRC as a valuable community asset.

### **Job Part III - Coach as an Organizer**

1. Plan effective practices.

2. Select support staff that meet the association standard and approval and provide maximum benefit to yourself, players and association.
3. Arrange to have video of all games.

#### **Job Part IV - Communication**

1. Hold regular parent and player meetings.
2. Coordinate and communicate any player movement (upon approval of DOH) which takes place with the team manager. The manager will notify the association registrar of roster changes.
3. Obtain approval for an affiliated player from an affiliated player's team coach, via team managers. Approval shall not be withheld unless there is a game conflict, prior to calling up a player.
4. Notify the team manager when any allocated ice times will not be used so that the manager can advise the ice scheduler who will in turn reallocate the ice time.
5. Attend meetings with members of the coaching committee as directed.
6. Submit a year-end report which contains the following information: evaluation of all players' performance, evaluation of the team's performance, outline of practice plans and game strategy and recommendations on how the program can be improved.

#### **Job Part V - Risk Management (Safety)**

1. Instill respect in your players for rules, officials and opponents.
2. Teach your players technical skills using proper progressions.
3. Ensure your players are wearing the proper safety equipment as per [BC Hockey Equipment Checklist](#).
4. Ensure players follow proper stretching and warm-up routines before games and practices, and participate in off-ice training programs.
5. Ensure that the ice surface, bench area and dressing rooms are clear of potential risks.
6. Monitor return to play approval from medical practitioners. Support return to game level play with progressive practice activities to prevent further injury.
7. Report any player abuse to the board of directors.

8. Encourage officials to enforce all rules.
  9. Work with team officials to oversee that all ice and dressing room activities have supervision.
  10. Other related duties as required.
- 

## Salary

\$3,000 - \$10,000 plus expenses for non-parent applicants. Terms of agreement vary by applicant.

---

## Application

Interested applicants are required to apply online at [racquetclubkings.com/registration](https://racquetclubkings.com/registration) by **March 12, 2021**. Shortlisted candidates will be interviewed by members of the board of directors.

---

## Next Steps

The Director of Hockey will review submissions and forward qualified candidate applications to the board of directors for further consideration. All shortlisted candidates will be provided an interview and undergo reference checks. The board of directors is responsible for final approval. Once candidates are confirmed, all applicants to the position will be notified of the competition status. Successful candidates will be asked to submit a professional biographical summary to accompany a subsequent employment announcement to the minor hockey association membership.

**VRC wishes to thank all applicants for their interest.**