

Coaching Application

Aylmer Minor Hockey Association



Application Deadline: _____

A.M.H.A. Coaching Application Instructions

Interested applicants must apply each year by completing the coaching application and submitting it to any member of the AMHA Executive or Board Member by the closing date.

Read this document thoroughly and be familiar with the terms and conditions stated within. The successful candidate must agree with the terms and conditions of the position. Complete the information section and forms required for the Police Record Check.

Hockey Coach Job Description

Position Description:

Oversee and be responsible for all aspects of the day to day operation of the assigned hockey team, ensuring that the objectives of the Association as stated in the Constitution and OMHA Manual of Operations are met. Be a spokesperson for the team and represent the team at all meetings and functions.

This position requires the Level of Certification as required by the OMHA Manual of Operations. All applicants must review and comply with the AMHA Constitution, Code of Conduct, in addition to the OMHA Manual of Operations.

A commitment of approximately 10 hours per week is required in order to fulfill the obligations of the position. Eligible applicants will be required to submit a Police Record Check.

Position Requirements:

Coach as a Leader

Standards

- Establish seasonal goals and objectives for the team.
- Be a role model for your players by using appropriate behaviour towards officials, players and other coaches.
- Foster leadership abilities in your athletes.
- At a minimum, meet with parents of athletes at a pre-season and a pre-play-off or play down meeting to outline your coaching and team philosophies, playing time and other relevant aspects of your plan.
- Demonstrate a sincere effort in helping each athlete to maximize their potential.

Coach as Teacher

Standards

- ✓ Develop a seasonal plan and review it monthly.
- ✓ Teach age and ability appropriate skills using proper sequence and progression.
- ✓ Teach skills using understandable language.
- ✓ Recognize uniqueness in your athletes and always treat them with respect.
- ✓ Realize your position as a role model and teach more than hockey skills.

Coach as an Organizer and Communicator

Standards

- Plan effective practices.
- Select support staff that will provide maximum benefit to you and your athletes.
- Hold regular individual player meetings.
- Hold regular parent meetings.
- Utilize athletes' parents for assistance in various activities.
- Communicate any issues immediately with the AMHA board

Risk Management and Safety

Standards

- ☞ Review athletes' equipment on a regular basis and advise parents accordingly.
- ☞ Monitor rehabilitation of injured athletes and ensure medical clearance is received prior to returning from an injury.
- ☞ Report any player abuse or harassment to AMHA per OMHA guidelines.
- ☞ Review team safety action plan with trainer.
- ☞ Ensure that all ice and dressing room activities have adult supervision.
- ☞ Report any arena safety deficiencies to the AMHA.

Police Record Check

It is a requirement of AMHA that all volunteers, holding a position of trust and authority with the possibility of contact with children, must be screened by means of a Police Record Check (PRC). It is the responsibility of the coach to ensure he / she obtains a PRC for all coaching staff on his / her team as well as any volunteers that may assist.

The blank PRC will be provided to all coaches by AMHA or is accessible on line at www.aylmerflames.com

The PRC is to be delivered to your local police service (Town of Aylmer if living in Aylmer or the OPP if living in Malahide Township). Once completed the coach is responsible to pick up completed PRC and submit it in a sealed envelope to a member of AMHA executive with PRC or Police Check clearly written on the front of the envelope.

A PRC is required every year from all volunteers holding a position of trust and authority with the possibility of contact with children

Every volunteer is obliged to inform the AMHA Executive if he or she is charged, tried, or convicted of any offence under the Criminal Code of Canada or other federal statute.

The following criteria MAY result in a "FAIL" rating:

Criminal Code convictions or charges pending for the following offences:

- Sexual Assault or child abuse offences
- Indictable criminal offences of any kind.
- Current prohibitions or probation orders forbidding the individual to have contact with children under the age of 16.

Applicants may also be rejected as a result of other information gained during the screening process, or as a consequence of other factors. It is the AMHA executives who will review questionable PRC's and decide on suitability. This decision can be appealed in writing to the general membership through the Grievance committee. The AMHA general membership's decision is final.

AMHA may also solicit additional applicants after the closing date to fill any vacant positions.

AMHA Coaching Application

Name: _____

Address: _____

Home Phone: _____

Business Phone: _____

Fax Number: _____

Email Address: _____

Team Selection

i.e. PeeWee House League, Atom A, etc.

First Choice: _____

Second Choice: _____

If these choices were not available would you be interested in another position? Yes No

Coaching Certification

Please list your coaching certifications

Would you be able to obtain all necessary credentials prior to Aug 31st

Yes No

Previous Coaching Experience

Team and Association	Position Held	Reference

Additional information may be attached

Describe your teaching and training skills, sports related and otherwise.

What will be the goals for your team this season?

List any relevant education or experience that will enable you to better coach your team.

What do you feel are the most important elements of a practice and why?

Describe your coaching philosophy.

I, _____, hereby certify that the above information is true to the best of my knowledge. I will abide by the Code of Conduct and the terms and conditions of the position applied for. I also authorize AMHA to collect personal information appropriate to the position applied for concerning my academic background, employment, and volunteer history, and verify any references I have supplied. I understand the information obtained will be confidential but may be shared with relevant organizations in order to obtain an appropriate volunteer position

Applicant's Signature

Day/Month/Year