

Woolwich **Girls** Minor Hockey Association

Executive Position: Coaching Committee

Skill Set Required

- Interpersonal skills
- Problem solving skills
- Ability to collaborate and interact with many people
- Good organizational skills
- Self-motivated and takes initiative
- Knowledge of rules and regulations with regards to coaching and staff requirements as per the OWHA and Hockey Canada

Job Description

- Interview and present coaching candidates to the Executive Board for selection.
- Gather and store all required credentials for coaches and on/off ice volunteers.
- Conduct preseason coaches meeting to review the Woolwich Wild Handbook.
- Mediate player/coach/parent conflicts if required.
- Prepare, distribute, compile and present results of coach's surveys to parents.
- Attend and participate in monthly Executive Meetings.

Job Requirements:

- Coaching interviews happen in the Spring and again the Fall.
- Meetings with coaches in the Fall and at any point in the season when there is a need/issue.
- Fall: Ensuring all coaching staff have required documentation in the Association Database.
- Winter coaching survey and communicate results to coaching staff and Executive.
- Participating in monthly Executive meetings.