



Truro and Area Minor Hockey Association - Policy/Procedure

CATEGORY: ADMINISTRATION	TITLE: COACH SELECTION
POLICY #: 2.10	LAST UPDATE: SEPTEMBER 2019
POLICY: To define the manner in which the coaching staff of TAMHA are selected	
PURPOSE: To outline the procedure for the selection of coaches in a fair and equitable manner.	

PROCEDURE:

Experience alone should not be the criteria for coach selection. Fair play cannot accommodate "Win At All Cost" coaches. Attitude and experience are the two important criteria to be considered.

- **All applicants must** provide the completed coaching application package for the present year indicating their interest in coaching (TAMHA website, TAMHA office and Coaching Coordinator), prior to the deadline.
- **All persons** applying for a head coach position with rep level within TAMHA will be required to go through an interview process. **No exceptions.**
- All persons applying for a coaching position within our House league(C Division), Novice and/or Initiation Levels will be selected by the Division Rep in consultation with the Coaching Coordinator .
- Maintain confidentiality during any coach selection procedure.
- Emphasize Fair Play principles as one criterion for coach selection.
- The interview process will include a set of standard questions to provide pertinent information for coach selection, along with a technical aspect.
- All selected head coaches are required to submit a proposed list of bench staff, following completion of the tryout process and prior to the beginning of the hockey season for approval by the coach coordinator.
- **No additional bench staff will be predetermined or approved by coach coordinator prior to the completion of the tryout process.**
- All bench and team staff prior to the season must **sign and agree** to follow the **TAMHA expectations** set out by the board. If not, they will be required to remove themselves from the selection process for that current season.
- All coaching candidates must be qualified to serve on the bench as to Hockey Nova Scotia guidelines or be in agreement to obtain all appropriate qualifications by the deadlines outlined in the Hockey Nova Scotia Guidelines.

- Throughout the tryout process, if the Team Selection Committee (Section 5.3) feels the predetermined Head Coach's son / daughter is not at a skill level sufficient for that respective team, the Head Coach will be asked if he/she wishes to continue as Head Coach if that ultimately means his/her son/daughter may be placed on the lower level team.

Coaching selection committee consists of:

1. The Division Rep
 2. The Coach Coordinator
 3. First Vice President
 4. President (as Voting Member)
 5. Any other member of the Board as determined by the President and Coaching Coordinator.
- The Coach Coordinator shall chair all meetings to ensure no conflict of interest with any of the committee members.
 - If such an occurrence and a conflict of interest exist the person shall be removed by the Coach Coordinator. Another current or past Board member will be chosen to replace such member. (See Board Member's Conflict of Interest notes.)
 - Following the interviews, the selection committee will provide recommendations to the board for approval. In the event there are no qualified applicants for coaching positions the board will secure coaches from qualified persons known to the sub-committee.
 - In the case where a coaching position remains unfilled after coach selection, that position may be filled by any party as approved by the Board of TAMHA.

Coaches are to be made aware of the following during the interview process:

TAMHA Coach Expectations: If you are selected to coach in the Truro & Area minor hockey Association for the upcoming season the following are some guidelines that must be adhered to:

- Coaching Certification, CRC and VSC checks are completed before season begins
- **Fair Play (Rep Teams):** Player/Goalies are to be played equally with the exception of the last 5 minutes of a "Meaningful Game". Coaches may shorten bench in the last 5 minutes of any (Meaningful) game, that by winning the team would advance into crossovers of a tournament thereby getting all players one or two more games. This would apply to any games leading up to and including Provincial play downs.
- **Fair Play House (C Level) League:** Equal ice-time for **EVERY GAME.**

BOARD MEMBER'S VOTING CONFLICT OF INTEREST NOTES

In situations where Conflict of Interest exist with the Coach Coordinator, the Coach Coordinator will remain in the process and Chair the Selection Committee, in a non-voting

capacity. A sixth member will be included in the Coaching Selection Committee in these instances in order to have five voting members in attendance. The sixth member to be included will be any other Board member as determined by the President and Coach Coordinator.

Board members will not be permitted to vote for any coaching candidate that could be coaching their child, step-child, grand-child, niece/nephew. Board members who have a "first degree" relative applying for one of the coaching positions at that level, for any team, must leave the room for any discussions. When the possibility arises of a "first degree" relative being chosen as an assistant coach the board member must also leave the room for any discussions. First degree includes self, spouse, brother/sister, father/mother, son/daughter, brother/sister/father/mother/son/daughter in-laws.

Board members identified as conflict of interest under clause one but not clause two may participate in the discussion provided they focus on the needs of the organization and not their child. The chair has the right to ask them to leave should they focus on individual players. Board members will not be allowed to vote on any decision if it could be perceived they have a conflict of interest or could affect the outcome of another division for which they have an interest in the outcome of the selection process.

RELATED GUIDELINES:

Rep Team Selection – Standard Operating Procedures