

Guelph Girls Hockey Association (GGHA) Volunteer Team Staff Descriptions

Title	Description	Qualifications
Head Coach	<p>Promote individual skill development and knowledge of the game.</p> <p>Promote team work and sportsmanship.</p> <p>Must be present at all games or have a designate with appropriate coaching qualifications.</p> <p>Rep coaches are expected to run the rep team tryouts for their division.</p> <p>HL coaches are expected to assist with post and pre-season player evaluations for their division.</p>	<p>House League</p> <ul style="list-style-type: none"> • Coaching Application • NCCP – Coach 1 or Initiation (for FUNdamentals) • Respect in Sport or Speak Out • Police Records Check • Vulnerable Sector Search <p>Rep League</p> <ul style="list-style-type: none"> • Coaching Application • Interview by Selection Committee • NCCP Coach 1 (Novice or Atom) or Development 1 (Peewee and older) • Respect in Sport or Speak Out • Police Records Check • Vulnerable Sector Search
Assistant Coach	<p>Assist the coach in individual and team skill development and knowledge of the game.</p> <p>Promote team work and sportsmanship.</p> <p>It is recommended that at least one Assistant coach have their NCCP Level 1 (Coach 1 for HL, or Development 1 for Rep)</p>	<p>House League/Rep League</p> <ul style="list-style-type: none"> • Bench Staff Application • NCCP Coach/ Development 1 (recommended) • Respect in Sport or Speak Out • Police Records Check • Vulnerable Sector Search
Trainer	<p>Must be present at all sanctioned events which include games, practices and dryland training.</p> <p>Highly recommended that the trainer be female, and must be female at Peewee and older.</p>	<p>House League / Rep League</p> <ul style="list-style-type: none"> • Bench Staff Application • HTCP Level 1 (minimum) • Respect in Sport or Speak Out • Police Records Check • Vulnerable Sector Search • First Aid (optional)

Rep Team Manager & Treasurer	Responsible for managing team arrangements and bank account, including but not limited to registering for tournaments, collecting personal information and money. Treasurer cannot be spouse of Head Coach.	Rep League <ul style="list-style-type: none"> • Bench Staff Application • Respect in Sport or Speak Out • Police Records Check • Vulnerable Sector Search
Dressing Room Mom	Monitor the girls' activity in the dressing room. Inform male members of coaching staff and parents as to when they can enter room. Are present in the room if there are any male bench staff members; to be present on the bench and change room if there is a male trainer.	House League/ Rep League <ul style="list-style-type: none"> • Bench Staff Application • Respect in Sport or Speak Out • Police Records Check • Vulnerable Sector Search
On-Ice Staff	Assist coaching staff with on-ice training as well as dryland training, as needed. On-ice helpers 16 years and younger assisting with FUNdamentals must wear helmet, gloves, elbow pads and shin guards, or full hockey equipment if helping with all other teams.	House League/ Rep League Over 21 yrs of age: <ul style="list-style-type: none"> • Bench Staff Application • Respect in Sport or Speak Out • Police Records Check • Vulnerable Sector Search 17-21 yrs of age: <ul style="list-style-type: none"> • Bench Staff Application • Respect in Sport or Speak Out

Time Lines:

Requirement	Deadline for Completion	Frequency
Coach/ Bench Staff Application	Rep – January. HL – June-August	Annually
Police Records Check	June - August	First year with GGHA and then every 3 years
Vulnerable Sector Search	June - August	First year with GGHA and then every 3 years
Criminal Waiver Declaration	June – August	Every year (in lieu of Police Records and Vulnerable Sector checks)
NCCP (coach) or HTCP (trainer) certification	Oct. 31	Every 3 years. For more information visit: Coaches: www.hockeycanada.ca/en-ca/Hockey-Programs/Coaching.aspx Trainers: www.owha.on.ca/htcp.asp
Respect in Sport or Speak Out	September 15	First year in team staff role, and then upon request.
Family and Children Services Check		Upon request