



TITLE: COACH SELECTION

POLICY # TBA

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1	July 10, 2023	

### 1. The Purpose of this policy is to:

The purpose of the Coach Selection Policy is to provide for fair, transparent and consistent selection of coaches from a set of coach candidates to identify coaches that best exemplify the goals of the association. The FSMH Coach Selection Process is based upon the training, knowledge and experience of a candidate. The best candidate will be selected for the job taking into consideration the tier and division requiring a coach.

### 2. Scope:

This policy applies to all Head Coach positions with in FSMH

### 3. Policy

#### 3.1. Coach/Manager eligibility

Due to the inherent conflict of interest, any Member:

- who is a coach, administrator, director, employee, or contractor for any Competitive League<sup>1</sup>; or
- who has a child (regardless of whether or not they have multiple children with at least one playing with the Association) that plays in a Competitive League\*

shall not be entitled to be:

- A head coach or manager within FSMH unless they receive board approval.

If any FSMH member or family of member (upon FSMH executive review) are found to have promoted/recruited for an unsanctioned league/team deemed to be competitive with FSMH, that member and their family\*\* face disciplinary action including UP TO removal of eligibility to participate within FSMH.

\*For the purposes of this provision, a Competitive League shall be any league, school or association that has formal hockey teams that play games and practice during all or a portion of the period of September 1 to March 1 each year including, but not limited to, elite leagues, super leagues, and academy leagues.



\*\*Family is defined as a parent or guardian of a participant on any FSMH team. In the case of a child being placed in a home mid-season, please contact the FSMH board for written approval to continue with the volunteer commitment made.

### **3.2. Coach Selection**

- 3.2.a. Selection of the head coach for all levels in Fort Saskatchewan Minor Hockey will be overseen by the executive of Fort Saskatchewan Minor Hockey.
- 3.2.b. Any individual interested in a Coach position may apply for that position by registering as a volunteer online at the time of registration.
- 3.2.c. If more than one individual is interested in a team's head coaching position, then interested candidates will participate in an interview process. Interviews are done by a 3-person panel including the division director and two other Executive Members.
- 3.2.d. If only one candidate is interested in the position, the coach is to complete the interview process as well.

### **3.3. Coach Qualifications**

- 3.3.a. Coaches are selected based on the following Selection Criteria. Some qualification criteria are deemed mandatory and comprise the minimum qualifications for a coach at that level and division. Others simply contribute to the overall rating of the coach candidate.
- 3.3.b. An applicant not meeting the minimum training qualifications may be selected over one who meets or exceeds the stated qualifications. An applicant not meeting the minimum training qualifications who is selected as a coach, must commit to attend the required courses in order to get those qualifications during the season prior to any applicable deadlines set by Hockey Alberta or FSMH.

### **3.4. Selection Criteria**

Coach Selection shall be based on the following criteria, with no specific weighting on any particular section:



#### **3.4.a. Training**

Training qualification is based on the National Coaching Certification Program (NCCP) standard coach certifications and Hockey Alberta standards. All prospective head coaches in the FSMH program MUST have the minimum NCCP designation as required by Hockey Alberta or have committed to obtaining the minimum designation before November 15<sup>th</sup> in the hockey season. Coach candidates may present registration details in the appropriate training session in lieu of designation. See the Coaching Requirements section of the [Hockey Alberta website](#) for details on minimum training requirements for each division/level. Preference in this category will be given to coach candidates with higher levels of NCCP training.

#### **3.4.b. Training**

Experience qualification is based on:

- years as head coach
- years as assistant coach
- the Division and level of the teams coached
- the association or organization of the teams coached
- non-team relevant experience including, but not limited to: instruction of skills camps, participation in a Coach Mentor program or relevant experience in hockey administration.

Preference will be given to coach candidates that have demonstrated positive coaching experience and abilities for the FSMH teams that they have coached.

#### **3.4.c. Background**

Background qualification is based on:

- playing hockey experience
- the division and level of the teams played on
- the association or organization of the teams played on

Preference in this category will be given to coach candidates that can demonstrate playing at a higher division and level and more years of playing.

#### **3.4.d. Evaluations**



Evaluation qualification is based on the results of the yearly FSMH Coach Evaluation Program. A coach's prior parental and performance reviews and such other additional evaluation related material provided to the association shall be reviewed and considered.

Preference in this category will be given to coach candidates that have positive FSMH coaching history and evaluations. These criteria will form a substantial portion of the coach selection criteria.

**3.4.e. References**

Coach candidates that do not have FSMH evaluations must provide references that can verify their background and experience.

References should include:

- coaching philosophy and style
- adherence to fair play
- conduct with officials
- character evaluation

**3.4.f. Coaching Multiple FSMH Teams in the Same Season**

It is recognized that a candidate may apply to coach more than one FSMH team during a season. FSMH is apprehensive in assigning an individual more than one head coaching role within a season, specifically if one or more of those roles are with one of the top 2 tiers of teams in a particular division. This is based on the time commitment required to deliver an extraordinary experience to FSMH members. Another consideration will be the number of qualified candidates for each division. FSMH believes in providing opportunity to coaches and may consider awarding only one team to a candidate that has applied for multiple roles, while asking that candidate to operate in a supporting role for other teams that they have applied for.

**3.4.g. Security Checks**

Criminal record checks are mandatory. Coach candidates must complete their criminal records check prior to November 15. Failure to pass the criminal record check will automatically result in disqualification of the coach candidate.

**3.5. Selection of Assistant Coaches and Supporting Staff**



Typically, head coaches will select their assistant coaches and supporting staff (i.e. Manager, Treasurer, Trainer (if applicable) ,etc.) with the approval of their Division Director. However, the Division Director reserves the right to recommend and/or refuse an individual's inclusion on team sheets based on previous coaching, evaluations, or transgressions related to fair play or behavior issues.