



# Barrie Minor Hockey Coaching Application

**Note: BMHA Coach Application requires to be hand delivered. Once delivered you will receive a “coach number tag” for website posting time**  
**Emailed applications will not be accepted.**  
**Deadline for application is Friday January 29th, 2016 at 4:00 pm eastern time.**

Name:			
Address :		Postal Code:	
Cell Phone:			
Home Phone:			
Work Phone:			
Email:			

- Division you would like to coach:**    **AE1 White**                      **AE2 Blue**                      **A**                      **AA**
- |              |         |  |
|--------------|---------|--|
| Junior Colts | Novice  |  |
| M. Atom      | Atom    |  |
| M. Pee Wee   | Pee Wee |  |
| M. Bantam    | Bantam  |  |
| M Midget     | Midget  |  |

## Certification/Training:

	Level/Year Completed	Certification No.
Intro to Coach/Initiation		
Development 1		
Development 2		
Speak Out		
Checking Skills		
Safety		

**Hockey Coaching Experience:**

(List in order, starting with the most recent)

Year	Level + (HL, Select, AE, A, AA or AAA)	Association	Role/Responsibility

**Coach References:**

1. All RETURNING coaches shall provide a minimum three references from a roster player's parent/guardian, from the present hockey season (cannot include manager, trainer, on-ice assistants and assistant coaches).
2. All NEW coach applications shall provide **minimum three references** that BMHA coach selection committee can contact for a **NEW coach performance/review reference**

Name	Home Number	Cell Number	Relationship

**Briefly describe your coaching philosophy:**

**Briefly describe your season plan:**

Please indicate your goals for the team, your thoughts on rules and discipline and overall player development philosophy as well as any other pertinent information.

**Sample Practice Plan** (on a separate attachment to this application)

Please prepare a sample 50 minute practice plan (age appropriate) for the team you are applying for. If you are applying for teams in different age groups, prepare a sample plan for each of the age groups. Please be prepared to present this to the coach selection committee at your potential interview.

***Please check the appropriate response.***

Do you have a child registered with BMHA?	<input type="checkbox"/> Yes	<input type="checkbox"/> NO
If a coaching position were not available in the age group of your choice, would you be willing to coach in another division? (if yes, which division? <input type="text"/> )	<input type="checkbox"/> Yes	<input type="checkbox"/> NO
Are you certified for the level for which you are applying?	<input type="checkbox"/> Yes	<input type="checkbox"/> NO
If you are not certified at the required level, are you willing to take a course to attain the required level	<input type="checkbox"/> Yes	<input type="checkbox"/> NO
Have you submitted a Criminal Record Check to BMHA in the last 3 seasons if so when? _____	<input type="checkbox"/> Yes	<input type="checkbox"/> NO
Are you currently active as a volunteer with BMHA?	<input type="checkbox"/> Yes	<input type="checkbox"/> NO
If yes, in what capacity? <input type="text"/>		

**Declaration:**

**I hereby authorize Barrie Minor Hockey Association (BMHA) to conduct any investigation deemed necessary to verify my credentials, qualifications and character in order to meet their coaching requirements. Should I be selected, I further agree to abide by the Constitutions, Bylaws and Policies of the BMHA.**

**I, hereby, also agree that if selected as a coach, my son or daughter will NOT be permitted to accept any rostered position above my assigned and accepted BMHA coach role.**

**I agree to provide a volunteer criminal record check to BMHA and I understand that I may be removed as a team official if the criminal record check is not completed satisfactorily and received in the office by August 1st of the current hockey season.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

NO EMAIL APPLICATIONS WILL BE ACCEPTED

**All applications should be HAND DELIVERED to the BMHA office at 93 Bell Farm Road, Barrie, Ontario.**

**Please ensure envelope is sealed with "COACH APPLICATION labelled on the front"** When application is handed in you will receive a **Coach Application Number Tag**. This application number TAG will be posted on the BMHA website (with date, time and location of your interview) if you are successful with being granted a coach interview.

Terry Hoffman,  
Director of REP  
BMHA

## **BMHA COACH SELECTION GUIDELINE APPROVED**

### **VERSION 3. JANUARY 12th, 2016. 2016 BMHA REP COMMITTEE**

#### **1. Selection of Head Coach**

##### **Head Coaches**

**1.1** Based upon the recommendations of the Coach Selection / Rep Committee, all decisions regarding the selection of Head Coaches shall be made by the BMHA Board are final. The Coach Selection Committee will consist of the following members: Director of Rep, Rep Conveners and participants recommended by the Rep Committee and chaired by the Director of Rep. The Director of Rep will vote only to break tie votes.

**1.2** Applications for Head Coach positions will be made available in January. Only one Coach level and division preference per application will be accepted. Coach application forms will be available online at [www.barrieminorhockey.net](http://www.barrieminorhockey.net). Completed applications must be submitted in accordance with the date and timelines posted on the website. No applications will be accepted after the deadline unless indicated on the website.

**1.3** The Coach Selection Committee shall conduct all interviews for Head Coach positions. Other than in exceptional circumstances, no less than 3 members from the Coach Selection Committee will be present for any interview. Given the volume of applications and time constraints, applications will be reviewed and prioritized for interviews.

**1.4** Prior to making any Head Coach recommendations, the Coach Selection Committee will seek input from Conveners and the Director of Rep.

**1.5** All Head Coach positions will be selected on an annual basis. The Coach Selection Committee will consider an existing coach (returning head coach) application based on their most recent year completed under BMHA and team compliance with BMHA policies, rostered bench staff suspensions, player development needs and capabilities and qualifications of the individual Head Coach applicant. The Coach Selection Committee and the Director of Rep may opt to extend a coach's tenure at any category and division during the current hockey season and prior to Coach Selection process, pending BMHA board approval of the candidate. Subject to review on an annual basis as per aforementioned guideline section 3.3

**1.6** The Coach Selection Committee will consider all applications submitted. Under circumstances where there are no submissions for a team, or the Committee deems there are no suitable candidates for a particular Division and Category, the Coach Selection Committee has the flexibility to select and hold discussions with applicants about taking a team they did not indicate in their application and/or recruit candidates beyond the application submission deadline.

**1.7** It is the policy of the Association to favour suitable and qualified applicants for Head Coach positions who do not have a child, or relative, playing on the team. If an applicant has a child or potential relative trying out for the team, the skill level of the child or, potential relative, will be a factor considered when determining whether the applicant should be selected as a Head Coach and/or selected/denied for a Coach interview.

## **2. Coach Movement**

**2.1** If an existing BMHA Head Coach moves up a Category level (i.e. from AE to A, from A to AA) to a Head Coach role in the same age group the next season, and the Head Coach has a child or relative on the team, then a Player Selection Panel would automatically be put in place by the Director of Rep to oversee the team tryouts and to assist with the selection of the team. Prior to this, the Player Selection Panel will scout and confirm the child or relative has the appropriate skill set to compete at the higher level.

## **3. Head Coach Selection Process**

**3.1** All persons interested in applying for a BMHA team, will complete a Coach application found on the website. These applications will be submitted to the Barrie Minor Hockey Office in a sealed envelope and dropped in the Coach Application box to the attention of the Director of Rep. All applications are considered to be classified as confidential until selected for a Coach interview. At that time the applicant's name must be exposed to that category and division's Coach Selection Committee. BMHA understands the sensitivity and confidentiality of each application and will protect the applicant's name from the public, BMHA staff, BMHA executive and the BMHA Rep Committee Members. Only completed applications will be considered for review. No emailed applications will be received and/or accepted by BMHA staff, Executive Members or Rep Committee members. No exceptions.

**3.2** The Director of Rep will review all Coach applications for each age category and level. Consideration will be given to coaches who are applying to return and who are considered to be a 'Coach in Good Standing'. The Director of Rep and Rep Committee will consider the following when determining 'good standing':

- Team or staff issues during previous season
- Success and development of the team and players he/she is currently coaching
- Commitment to the organization as shown by attendance at coach development sessions, adhering to team volunteer hours and attending organization events
- Conduct during team events such as games, practices and tournaments
- Tenure as a head coach

Although there is no set time limit or number of years for the tenure of a head coach, consideration will be given to the previous years that the applicant has coached the same team and the impact on the overall development of a team. In essence, a coach may coach more than two years but is not guaranteed more than one

- Commitment to continued coach development courses and certifications

**3.3** After the Director of Rep opens each Coach application and reviews each in confidence, he or she will make a recommendation (or not) to the Rep Committee that an existing Head Coach be considered for another year as a BMHA Head Coach at the next division level at the equivalent category. The decision to request the Rep Committee's approval for each application is solely the responsibility of the Director of Rep. All competing Head Coach applications at that division, level and category would only be exposed to the Rep Committee if the Director of Rep's request for preliminary Coach approval of a returning Coach is denied by the Rep Committee. A minimum of five Rep Committee members (quorum?) must be in attendance at this meeting to vote. The Director of Rep is not permitted to vote. All ties are broken by the President of BMHA. If the Director of Rep's request is approved, and voted majority yes, the coach will automatically be recommended to the BMHA executive as next year's selected Head Coach for that level, division and category. The individual will be advised of the Board's position, once approved, and the position will be posted to the members/public prior to the end of the hockey season. All competing applicants, at this level, will be advised of the Rep Committee position.

**3.4** If the Rep Committee denies the Director of Rep's request for approval and votes a majority (NO) for that individual's head coach position for another year, the individual (applicant) is granted an interview and shall compete with all the other submitted applicants that have been approved and granted an interview at his or her level.

**3.5** The following will be used as criteria for coach interviews based on multiple applicants at one single level, division and category:

- \* Is the person a parent or non-parent applicant
- \* If a parent, what level did the applicant's child play in the current year. The player will be evaluated to determine the skill level of play and if that level is suitable for the level being applied for.
- \* Coaching experienced based on hockey related coaching and education
- \* Experience within BMHA. Has the applicant been involved in any capacity in the past with the Barrie Minor Hockey Association or another hockey association?

**3.6** The Coach Selection Committee will interview only candidates that are deemed suitable by the Rep Committee. A set group of questions will be used for all candidates to assist the Selection Committee in a fair evaluation of the applicants. The Selection

Committee will advise the Rep Committee of their recommendations for Head Coach positions.

**3.7** The Rep Committee will make recommendations to the Director of Rep for all Head Coach positions.

**3.8** The Director of Rep on behalf of the Rep Committee will make recommendations to the BMHA Board for all Head Coach Rep positions. The Board will approve and announce all Head Coach positions.