



# Menomonie Youth Hockey Association

## Board Job Description

<b>Title/Board Position:</b>	Hockey Operations Director
<b>Election/Appointment:</b>	Elected
<b>Voting Status:</b>	Voting
<b>Term:</b>	3 Years
<b>Compensation:</b>	60 Hours

### Hockey Development/Operations Director Overview:

They will lead the association player development programming on and off ice and age-appropriate training. Responsible for ensuring that the on-ice programs are of the best possible quality and focused on player development. Not only do they ensure coaches teach skills in a fun and engaging manner, but they are also responsible for communicating the implementation of long-term development principles to coaches and families. The ability to apply and promote USA Hockey age-appropriate recommendations is key to both player development and program satisfaction. A successful candidate in this role will drive an associations success on and off the ice and strive for improvement and excellence. Develop a coaching staff to deliver effective training and coaching.

### Job Description:

- Implement the on and off ice developmental guidelines and training priorities at each age and skill level
- Make coaching recommendations to the board with appropriate teams by interviewing candidates and matching them by qualifications and USA Hockey Coaching Education Program certification
- Facilitate monthly coaching meetings
- Coordinate with coaching staff on completing appropriate USA Hockey certifications:
  - Coaching Education Program level
  - Age-specific module training
  - Background screening o Safe Sport training
- Implement ongoing education & training programs (team building, practice plans, small games, etc.)
- Coordinate tryout process and clearly define the selection process
- Determine the structure and execution for introductory programming with growth 8U coordinator
- Attend and evaluate skills sessions, practices, and games for all levels of play
- Regularly communicate with parents & board on the development plan being implemented
- Act as the main conduit between the hockey program and its board, coaches, and parents

### Qualifications:

- A strong belief and knowledge of the American Development Model (ADM)
- Efficient organizational and administrative skills with a commitment to follow-through
- Excellent communication (oral and written), problem solving and interpersonal skills
- High-energy and passionate about youth hockey
- Commitment to professional development through the acquisition of appropriate USA Hockey Coaching Education Program certifications
- Based on Affiliate requirements, successfully pass a background screen & Safesport