

Girls Director

Position Specific Skills

This person should have hockey knowledge, as well as being able to deal with people in a tactful, mindful manner. Their job is primarily to assure teams are formed appropriately, and then to deal with any issues that arise during the season. This will most likely include conflict resolution in some form or another.

Responsibilities

- Holds overall responsibility for the Girls U10 – U15 level program within the Association.
- Assist Mite Director with 8U program.
- Provide team size/numbers for budget process (through player counts from previous second and age level or individual communication with families). Work with VP - Hockey Operations to determine coaches for the teams. Be involved in the coach selection process, including interviews.
- Assist in recruiting coaches.
- Be available at registration to answer questions for families.
- Work with Registrar to provide the Board with actual team size/numbers after registration. Participate in the board decision regarding number of CYHA girl's teams.
- Work with the Ice Scheduler to schedule the games that are not in our District (Sometimes girl's teams play in other districts). The ice scheduler will need to attend the game scheduling meetings with the other districts. – Not sure if this applies as D10 does not contact the association for approval
- Provide team assignments to the Registrar following tryouts ASAP
- Work with Registrar to get team rosters signed for registration and put together for Roster Book.
- Work with ACE Coordinator to see that coach certification is in for Dist. 10.
- Handle problems as they come up during the season regarding the Girls team
 - Team Disputes
 - Tryout questions
 - Coach complaints
- Provide Team Managers the District 10/Minnesota Hockey calendar.
- Participate in Team Manager meeting. Use this meeting to encourage communication from teams.
- Create email list of coaches and team managers at each level.
- Forward D10/Minnesota Hockey communication to teams.
- Schedule exit interviews for out-going coaches (invite all board members)
- Tabulate results from exit interviews, make copies.
- Provide coaches with a synopsis of their comments.
- Make available to Board of directors exit interview comments/summary.
- Communication with the High School coaches regarding age level projections
- Forward in -season and out of season development items to teams or families.