Coach Selection
POLICY



VERSION HISTORY

Version	Author	Approval Date	Reason
1.0	Michael Lecompte		First version

1.0 Purpose

The purpose of this document is to define the Clarence-Rockland Crush (CRC) policy and procedures for conducting annual Rep B Coach Selection. This policy ensures that all coach selections are conducted in accordance with the principles and regulations of:

1) Hockey Eastern Ontario (HEO)
2) District 3 Minor Hockey
3) Hockey Canada Coaching Requirements

The Association is committed to selecting coaches who promote player development, safety, sportsmanship, and the long-term growth of minor hockey.

2.0 Scope

This policy applies for coaches at all age divisions.

3.0 Authority

The CRC Board of Directors retains ultimate authority for the appointment of coaches. The Board may delegate the operational responsibility of coach selection to the Coach Selection Committee and/or Director of Hockey Operations, but all selections must be ratified by the Board

4.0 Coaching Eligibility Requirements

All coaches must meet the minimum requirements established by Hockey Canada and Hockey Eastern Ontario, including but not limited to:

1) Respect in Sport
2) Required coaching certifications (What are they specifically)
3) Valid Criminal Record Check (including Vulnerable Sector Check)
4) Hockey Canada Registry (HCR) registration
5) Any additional certifications mandated by HEO or District 3

5.0 Coach Application Process

All coaching positions will be posted publicly by the Association prior to the upcoming season.

Applicants must submit:

1) Coaching resume outlining experience and certifications
2) Statement of coaching philosophy
3) Disclosure of any potential conflicts of interest
4) ???

The application deadline will be established annually by the Association.

NOTE: Not all applicants will be contacted for an interview.

6.0 Coach Selection Committee

The Coach Selection Committee will normally consist of:

1) Director of Hockey Operations (Chair)
2) Board member or Experienced Hockey Representative
3) Board member or Experienced Hockey Representative
4) One additional neutral board member or experienced hockey representative.

Committee members must declare any conflicts of interest prior to the review of applications.

Where a conflict exists, the members must recuse themselves from discussion and voting for that team.

The Coach selection committee at its discretion can wave the application process for a returning coach.

7.0 Evaluation Criteria

Coach candidates will be evaluated using a combination of the following criteria:

Hockey Knowledge:

- Understanding of systems, tactics, and skill development

Player Development:

- Ability to teach and develop players at the appropriate age and skill level

Leadership and Communication:

- Ability to communicate effectively with players, parents, and association leadership

Coaching Experience:

- Previous coaching experience and certifications

Alignment with Association Values:

- Commitment to sportsmanship, inclusion, and positive player experience

Organizational Skills:

- Ability to manage practices, games, and team administration

This process may include:

1. Review of applications
2. Candidate interviews
3. Reference checks (where appropriate)
4. Evaluation against the scoring matrix
5. Recommendation by the Coach Selection Committee

Final approval by the CRC Board

8.0 Code of Conduct

All coaches must agree to abide by:

1) CRC Code of Conduct
2) District 3 Code of Conduct
3) Hockey Eastern Ontario Code of Conduct
4) Hockey Canada Safe Sport policies

Any violations may result in disciplinary action up to and including removal as a coach.

9.0 Conflict of Interest

Individuals involved in the coach selection process must disclose any real or perceived conflict of interest, including:

1) Family members trying out for the team
2) Business relationships with applicants
3) Previous coaching relationships that may bias decisions

All conflicts must be recorded and managed appropriately to ensure fairness.

10.0 Removal of Coach

The CRCMHA Board reserves the right to remove a coach for reasons including:

1) Failure to meet certification requirements
2) Violation of Association policies
3) Behaviour inconsistent with Safe Sport standards
4) Conduct detrimental to the Association or players

Removal decisions will follow the Association’s disciplinary procedures.

At its discretion, The Board will appoint an interim Coach if a Coach leaves or is removed during the season.

11.0 Appeals

Coaching decisions made by CRC are final, unless procedural fairness has not been followed.

Appeals must be submitted in writing to the CRC Board within seven (7) days of the decision.

Appeals will be reviewed in accordance with HEO and District 3 governance guidelines.

12.0 Policy Review and Approval

This policy will be reviewed annually by the CRC Board of Directors to ensure alignment with:

1) Hockey Eastern Ontario regulations
2) District 3 policies
3) Hockey Canada requirements
4) Best practices in minor hockey governance

Coach Selection Evaluation Matrix

To ensure fairness and transparency, all coach applicants will be evaluated using a standardized scoring matrix. Each candidate will be scored independently by the Coach Selection Committee.

Total possible score: 100 points

Category	Description	Weight
Player Development Philosophy	Demonstrates a clear philosophy focused on age-appropriate skill development, enjoyment, and long-term player growth.	20
Coaching Qualifications & Certifications	Certifications, Hockey Canada training, clinics, and coaching education.	15
Previous Coaching Experience	Prior coaching roles, level coached, demonstrated success in developing players and managing teams.	15
Leadership & Communication Skills	Ability to communicate with players, parents, and association leadership in a positive and professional manner.	15
Practice Planning & Skill Development Ability	Ability to design structured practices focused on skill progression and development.	10
Alignment with Association Values	Commitment to sportsmanship, respect, inclusion, and Safe Sport principles.	10
Organizational & Administrative Skills	Ability to manage team operations, schedules, team staff, and association requirements.	10
Interview Performance	Ability to clearly articulate coaching philosophy, expectations, and development plan for the team.	5