

Alberni Valley Minor Hockey

3737 Roger Street, Port Alberni BC V9Y 8J4

Program and Development Coordinator

\$15,000 – 20,000 year plus 50% net of all additional programs sold and executed

Posted Date: April 16, 2022

Closed Date: May 5, 2022

Apply by email at Info@avmha.com with resume and letter of intent by **May 5, 2022**

Reporting to the President, and working closely with Executive Committee Members, this newly developed position is responsible assisting in the development and implementation of a growing and inclusive minor hockey program. This is a contract position for 1 year, with possible extension. This position will require flexibility and has two streams – administrative and program/player development. They will work closely with the AVMHA Executive Committee (Treasurer, Female Coordinator, First Shift Coordinator, Coach Mentor, Ice Allocator and Registrar) in their role, and have an extensive amount of autonomy to reach the aims.

Administrative:

- organize competitive tryouts and recreation team formation
- support the registrar to ensure each team has eligible team officials
- support the team managers in Parent Respect in Sport (RIS) Tracking
- organizing and running the initiation program (following Hockey Canada's U7 and U9 player pathway practice plans) until coaches are prepared to take over
- work as a liaison and educator between team officials, parents and players in conflict resolution
- act as a liaison with the AV Bulldogs to implement the "Bulldog Buddies" program
- other ad hoc duties as appropriate

Program and player development:

- Support the First Shift Coordinator with the Intro to Hockey, First and Second Shift programs
- Organize and facilitate Esso Fun Day
- create and implement in-season player development programs (goalie development, power skating, forward skills, defensive skills) by accessing a developing a network of qualified instructors within BC Hockey
- Create and implement off season (and during breaks) Participant Fee driven mini development camps
- Working with the gaming coordinator, this person may seek out grants and funding which support inclusion and accessibility for everyone

This person will be expected to have or gain working knowledge of Hockey Canada's player pathways, and BC Hockey policy and procedures. Previous experience in program development and coaching, creativity and organization are assets. This person will be expected to complete the RIS for Sports Leaders program and submit a Criminal Record Check.

As this is a newly developed position, we are excited to see what the applicant will bring to the role develop it throughout the year. This position offers a lot of freedom to think outside the box and create amazing new programs and work with a great group of people who share the same goal, to see Port Alberni continue to grow into the amazing Hockey Hub it is destined to be.