



# CYHA Coach Selection and Replacement Policy

**CENTENNIAL YOUTH HOCKEY ASSOCIATION**

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## General

CYHA is committed to securing coaches at all player levels that are qualified to teach skills, strategy, team concepts, and personal development of all players on their team.

Coaches may be approved by the CYHA Board anytime after April 1st of the current year and will be announced via the CYHA Website and will be documented in the CYHA Board meeting minutes.

A Head Coach must be identified for every team as required by District 10. Head coaches may select their own staff **subject to board approval** with the following restrictions:

- All Assistant Coach names must be submitted to the Level Director
- All Assistant Coaches must submit appropriate level certification
- Assistant Coaches may not be selected or named before the season begins, if s/he has a child at the same level.
- All coaches are subject to a criminal background check as required by USA/MN Hockey

## Coach Application Process: (U10 and Above)

1. All coaching candidates must complete the on-line coaching application form ([www.centennialhockey.org](http://www.centennialhockey.org)). Unfilled positions may have extended deadlines – see website for posting dates.
2. CYHA will post information on the CYHA website and other selected communications announcing that coaching applications are being accepted for the upcoming season.
3. All coaching applications will be reviewed by the CYHA A.C.E. Director and the Level Director(s.) Upon review, those applicants who meet the requirements will be brought to members of the Coach Selection Committee for interview recommendations. The Coach Selection Committee will be made up of the Ace Coordinator and the Level Directors.
4. Interviews **may be** conducted to obtain additional information or in the case where more than one coach has applied for the same position. Decisions regarding whether or not an interview is required will be at the discretion of the Coach Selection Committee. Failure to participate in a requested interview process will disqualify any potential coach candidate.

## Coach Selection Process

### Coach Selection Considerations:

- Previous coaching experience within CYHA
- Previous coaching experience within other youth hockey programs
- Feedback from CYHA Coaching Evaluations Forms
- Previous hockey background/qualifications/C.E.P. level

### Coach Selection Requirements

- Each applicant will submit to a criminal background check (Mandatory statewide), prior to being allowed to participate in any CYHA practice, games or ice time allotments.
- All Coaches must be certified at the appropriate level for the age group they are applying to coach by Dec. 31 of current year. Reference details under CEP Details noted below. **NOTE:** Coaches who do not fulfill this requirement by the deadline will be suspended for the remainder of the season and up to one year.
- Coaches are committed to the coaching philosophy of CYHA, District 10, MN Hockey and USA Hockey and will be asked to sign, along with parents and players, a Code of Conduct document.
- Willing to dedicate numerous coaching hours during the season, “being the first to arrive, last to leave” approach to directing your team.

### Timeline

- The presentation of the Coach Selection Committee recommendations will be made by the respective Level Director at any time during a scheduled Board Meeting. Placements will be announced on the CYHA website.
- Pre-tryout coach placements will be brought to the Board as a recommendation from the Coach Selection Committee. The Board will vote to accept or decline the committees’ recommendation.
- Coaches at the B/C Traveling and Initiation Levels may not be able to be placed until after the complete tryout/evaluation process. The Ace Director and/or Level Directors will place coaches based on a pre-approved list (per CYHA Board) of applicants who noted an interest in coaching, pending their child’s placement. These candidates will not be interviewed unless requested by the Coach Selection Committee.

**NOTE:** The Board will try to find coaches for all teams, however, in the event the coach searching process is unsuccessful, then a parent from the team will be asked to coach. The Ace Coordinator and/or Level Director will assist in mentoring the team parent. If there aren’t any qualified team parent coach candidates, then the team may need to be dissolved for the current year.

## Coach Replacement

If, during the course of the season, a Coach or Assistant Coach has to be replaced for any reason, any replacement Coach must meet all criteria in the Coach Selection Process section above.

- a) The Level Director and/or Ace Coordinator and/or Coach Selection Committee may recommend a Coach or Assistant Coach for removal from a team, for just cause.
- b) Before removal, the Coach or Assistant Coach will be asked to attend a meeting with the CYHA Board. Upon completion of this meeting, the board will vote on retaining or removing the Coach/Assistant Coach.
- c) The recommendation for removal must then be approved by a 2/3 majority of the CYHA Board of Directors.

**NOTE:** All CYHA Coaches and Assistant Coaches are expected to comply with all coaching responsibilities outlined in CYHA, MN District10, MN Hockey, and USA Hockey Bylaws and Operating Procedures.