



BYHA Team Managers and Coaches Guidelines

Please read through these guidelines and contact us with any questions you might have. Our Coaches and Managers are the face of BYHA for our families, so it is critical that we are all aligned!

Thank you for all that you do for our Hockey Players and Hockey Families!! - The BYHA Board

Season Kickoff

- **Select Team Staff ASAP, starting with a Manager.**
 - These BYHA volunteer roles should be fun, enjoyable, and satisfying. If you ever find that is not the case, please contact the BYHA Board for help.
- Team staff members **must register in the BYHA Coaches and/or Volunteers** registration before that can be rostered or listed on the team staff roster. **PLEASE DO NOT ADD ANY TEAM STAFF YOURSELF!**
 - All rostering must be done by BYHA admin for all the SportsEngine tools to work properly.
 - Send all team staff Rostering requests to rostering@byha.org
 - Double check that the Scrim Coordinator, Manager and Head Coach all have emails and phone numbers listed at a minimum and their titles are correct.
- **Make sure families are using the SportsEngine RSVP's so Coaches and Managers have good visibility and history of attendance for all scheduled events.**
- Schedule Parent meeting ASAP – **invite Level Coordinator and a BYHA Board member to attend.**
- Review the D10 and BYHA Policies documents to get familiar with all rules.
 - Fair play is a sensitive area, know it well so you can explain it to anyone that may question it.
 - Review the Locker Room Monitoring Policy. Make sure this is covered at each ice session.
- Coaches are asked to find and **assign a dedicated goalie coach** and make sure they fulfill the minimum expectation to qualify for the team \$300 Goalie Coach Stipend.
 - At least one team coach is expected to attend the BYHA Goalie Clinics with their team goalies.
 - Goalie Training drills and strategies should be followed up with at the team practices.
- Confirm team staff is fully committed to making all team scheduled on-ice events.
 - One team-rostered coach is required to be present for all on-ice events or large fines will result.

Ice and Scheduling

- Ice is scheduled as fairly and as timely as we are able. All scheduling needs to be coordinated with High School, JR Gold, D10 and our 3 Arenas so this can become very complex and fluid at times.
 - **All team SCRIMMAGES and events must be immediately reported to the BYHA ice scheduler.**
 - **Make sure to include your team name, event description, date & time, location** in all your communications. We will not recognize you by name. (42+ team managers)
 - Double-check your schedules for errors or conflicts as soon as events are posted.
 - Compare your game schedule to the D10 Schedule > errors will occur, help catch them!
 - Report any issues to Ice-Scheduler@byha.org
 - Prepare your players and parents for attending and fully utilizing all early and/or late practices that are fairly distributed to all teams.
 - We need to use them, or they will go unused at \$250 an hour.
 - Watch the ICE webpage for excess BYHA ice that teams can request on a first come > first served basis at no charge. See <https://www.byha.org/ifs> webpage for more info.
 - **NOTE that this excess ice is not intended to be swapped out for early or late practices.**
 - Send all ice requests to the IceForSale@byha.org email for the ice management team.
- Plan and Schedule dryland sessions early, get on the team calendar ASAP so all can plan to be present.
- Game Scoring is done electronically through GameSheet. Team iPad and training will be required.



Leadership and Team Culture

- Promote and plan team building with the parent's early, **get on the team calendar**.
 - Toys for Tots, Feed my Starving Children, grocery bagging, bowling, film review, team lunches or dinners, movie night, etc. are just a few examples to consider.
 - Plan out of town tourney events/team meals/meeting rooms early to get families together.
- Keep the lines of communications open and active with your players, parents and BYHA Board & Coordinators.
 - Try to make sure each player knows **why** their highest development priority should be.
 - The team should be fully informed **why** certain players will play more than others.
 - Note that per SafeSport, adults cannot communicate directly with only one youth player.
 - Group texts or emails with another adult is required to comply.
 - Plan regular meetings with directors/level coordinators to discuss team progress or issues.
 - Send all the great team news/achievements and results to socialmedia@byha.org so our SM coordinator can post across all our social media platforms.
- Set clear expectations for all players and parents.
 - Coaching staff should always lead by example.
 - Always stay calm no matter how difficult and frustrating situations become.
 - Coaches should be first to arrive before games to monitor players behaviors and moods.
 - Coaching opportunities begin at rink arrival.
 - Coaching staff is expected to cover all locker room monitoring duties. Make sure to inform the team manager if that is not possible.
 - **Make sure to explain the attendance expectations and the consequences for all players.**
 - *E.g. Dressed and ready by "x" minutes before games and practices or player will sit "x".*
 - *Contact coach if running late or missing event; or player will face "x" consequence.*
 - Connect with all players to ensure they never question the fact that all coaches care about their success, but that success is highly dependent on the player's personal effort, commitment, and ability to understand the game and the coach's instruction.
 - Players should always feel comfortable and know that it is safe to ask questions openly if anything is not clearly understood.
 - Successful seasons come from strong "family cultures" within each team.
 - The coaching staff is the "head of household" for our team families. Lead them well!
 - Confront all issues in a timely manner, do not procrastinate.
 - Involve the level Coordinator, Director and/or Board as needed to resolve any issue swiftly and effectively.
- Build strong culture within your team so all players want to work hard for you out of respect and desire to impress the coaches rather than fear of scolding and/or humiliation.
 - This does not mean coddling, this means being firm, clear, consistent, fair, understanding, passionate, compassionate, and highly predictable in your communications and instruction.
- Create a culture of "acceptance" within your team – no player should ever feel excluded or inferior.
 - Never deny any single player your attention. Players need to know you are **ALWAYS** their fan.
- Teach "Personal Accountability" - life lesson.
 - Squash all "Victim Thinking"!
 - *We lost because the refs sucked, I did not play enough, Coach made bad decisions, teammates played poorly, our defense/goalie sucked, etc.*
 - Humility from all – be open about what "I" need help with when on or off the ice.
 - Coaching staff can too – be a great example and show how this can be done well.
 - Enormous respect will be gained by admitting and sharing your weaknesses.
 - Challenge all to ask; What can "I" do to help improve the situation?



- 2 paths can be chosen; “my teammate(s) really suck” -or- “we are one team, what can “I” do to lead by example and help challenge us all to be better?”
- **Ensure everyone shows respect and appreciation for your opponent, fans, coaches, and refs.**
 - Team stick tap or salute at game end; win or lose, regardless of bad behaviors or not.
 - End Buzzer > Line up > handshake/stick tap as a team > show everyone that you are a respectful group of hockey players that plays for a respectable organization.
 - **If done well, everyone will remember who wears the BLUE “B”!**
 - Be a great example for the worst examples out there.
 - Nothing sends a stronger message than taking the “high road” consistently every time!
 - Nothing is more embarrassing than pouting, retaliation, and unprofessional behaviors.
 - Thank the referees after every game, regardless of bad calls or not.
 - They are crucial volunteers that make this game possible for all of us.
 - If referee issues occur, report them to the proper authorities.
 - **Nothing is ever resolved or gained through heated debates on the ice.**
- Utilize and collaborate with high school players and staff whenever possible.
 - Coordinate practices with HS and other BYHA teams to build a strong culture throughout.
 - Collaborate with shared ice teams to work together on plans and drills.
 - Remind the team to show their support at High School hockey games.
- Team Genius software is available to score and benchmark player’s skills early, again mid-season to show trending, and once at season end for recap of the season so players can be aware of their progress and target development areas over the off-season. Contact your Director for information.
- Have coaches & player meetings periodically with each player individually so they understand where their development targets are and how they can improve, especially the lower skilled players.
 - Make parents aware of these player development targets so they can help facilitate.
 - Work with the trainers to create plans that align with the highest priority development areas.
- Parent coaches must be sensitive and aware of the “Parent Lenses” that we all look through.
 - **Allow others on your staff to coach your kid.**
 - Seek out feedback from your staff on bench decisions to ensure all is aligned and unintentional preferential treatment is not occurring.
 - Is your kid playing too much or too little due to those parent lenses?
 - **If you find it difficult to hear or seek out that feedback, coaching might not be a good idea.**
- **BYHA Coaches and Managers are the face of the organization and will indeed have the largest impact on the satisfaction of all our hockey families. Please reach out to the Board for help anytime to ensure we have satisfied families and players every season!**

Teach The Ovechkin lesson:

- Ovi has always been one of the highest skilled players in the NHL since 2004 but never made it to a Stanley Cup game until 2018, and then his team won the cup.
- He could not find team success until he started to **play more for his TEAM than for HIMSELF.**
- With maturity and a kick in the butt from one of his old coaches back home, he was able to find ways to work less selfishly, become a better teammate and help his team more than ever.
- Even though he has become older, he now back checks harder than ever and leads his team with positive energy like a real leader.
- Good players have superior hockey skill and ability > Great players use their ability unselfishly to bring up all the players around them.