

St. John's Minor Hockey Association  
**VOLUNTEER APPLICATION**

Each season St. John's Minor Hockey (SJMHA) enlists the help and support of approximately 125 volunteer coaches, managers, and others in order to deliver our various hockey programs. Managing these volunteers to ensure they have all of the qualifications and to provide the necessary training is a primary responsibility of the Board of Directors. The Association's Administrator is tasked with ensuring only **qualified** volunteers are assigned positions for the upcoming season.

The following is a summary of the requirements associated with becoming a volunteer with SJMHA.

**All Volunteers**

*These requirements are for all volunteers including staff, Board of Directors, coaches, managers, Hockey Canada Safety Persons and any other person in authority involved with minor hockey players.*

*HNL Membership Application*

This form, sometimes referred to as the "HNL Screening form" must be completed prior to your first season as a volunteer. Completed forms are to be returned to the minor hockey office where they will be forwarded to Hockey Newfoundland & Labrador for processing.

*Screening*

The Certificate of Conduct, sometimes referred to as a "Criminal Records Screening Certificate", and Vulnerable Sector Check must be submitted before the start of your 1<sup>st</sup> year volunteering. After your 1<sup>st</sup> year, they have to be resubmitted every 3 years. The application forms and a letter stating you are a minor hockey volunteer are available from the minor hockey office. For further information check out <http://www.mnc.gov.nl.ca/faqs/certificate.html>

*Respect in Sport Volunteer Seminar*

Every volunteer must complete the *Respect in Sport* online volunteer course. (Not the same as the course all parents must complete)

*Planning a Safe Return to Hockey Course (TBD)*

This was new for the 2020/20201 season. Hockey NL has yet to determine if every volunteer must complete this online course prior to the 2021/2022 season starting.

**Coaches, Assistant Coaches and Trainers**

*The table below establishes the minimum qualifications for coaches in the recreational and all-star programs.*

<b>NCCP Qualification</b>	<b>House League Coaches</b>	<b>All-Star Coaches</b>
Coach 1	All Under 7 and Under 9 coaches	Not Required
Coach 2	Minimum requirement for all Under 11 to Under 18 (Minor and Female) Coaches	Under 9 Developmental Head Coach Under 11, Under 13 and Under 15 Assistant Coaches
Development 1	Minimum requirement for Head Coach on all Developmental teams playing in provincial tournaments	Required for all Under 13 and Under 15 Head Coaches Exemptions may be provided for Under 11 Developmental team Head Coach
Hockey Canada Safety Person	Recommended for at least one member of every coaching staff	Required for at least one member of every coaching staff

Complete the volunteer application form on the following page, and submit it with copies of all coaching certificates to the Minor Hockey Office. At that time you will be provided with a letter that you must submit with your request for a Certificate of Conduct and Vulnerable Sector Check from the Royal Newfoundland Constabulary. The RNC will mail your certificate of conduct directly to SJMHA when it is completed.



## St. John's Minor Hockey Association

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# 2021/2022 VOLUNTEER APPLICATION

**All volunteers must provide a current Certificate of Conduct issued by the Royal Newfoundland Constabulary with their coaching application.**

### Personal Information

Did you previously complete a HNL Volunteer screening application?

Yes  No

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

month/day/year

Telephone No.: \_\_\_\_\_

Work No.: \_\_\_\_\_

Facsimile No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Children registered with SJMHA:

Name: \_\_\_\_\_ Division: \_\_\_\_\_

Name: \_\_\_\_\_ Division: \_\_\_\_\_

Name: \_\_\_\_\_ Division: \_\_\_\_\_

Please remove my application if my child is released from all-star team tryouts: Yes  No

### Position Applied For

(Please check appropriate boxes)

House League  All-Star or Developmental  (include a resume for these positions)

Head Coach  Assistant Coach  Health and Safety Person

U7/U9  U11  U13  U15  U18

U9 Female  U11 Female  U13 Female  U15 Female  U18 Female

### Hockey Canada NCCP Certifications Completed

(Please check appropriate boxes and attach copies of certificates)

Coach 1  Coach 2

Development (Intermediate) Stream  High Performance (Advanced) Stream

Respect in Sport  Hockey Canada Safety Person

Planning a Safe Return to Hockey (TBD)

**Volunteers with the appropriate certifications and previous experience will be given consideration for all positions ahead of unqualified candidates. Volunteers may be limited to one position for the current season to maximize the opportunities for all interested volunteers.**