

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", must be applied for and submitted before the start of *every hockey season*. The application form and a letter stating you are a minor hockey volunteer are available from the minor hockey office. For further information check out <http://www.rnc.gov.nl.ca/faqs/certificate.html>

The Vulnerable Sector Check must be completed every 5 years. The application form and a letter stating you are a minor hockey volunteer are available from your minor hockey association. Proof is required if this check has already been completed.

Respect in Sport Volunteer Seminar

Every volunteer must complete the *Respect in Sport* online volunteer course or as an alternative attend the Speakout seminar. (Not the same as the course all parents must complete)

Coaches, Assistant Coaches and Trainers

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

NCCP Qualification	House League Coaches	All-Star Coaches
Introduction to Coaching	All Squirt and Novice coaches	Not Required
Coach 2	Minimum requirement for all Atom, Peewee, Bantam and Midget Coaches	Novice Developmental Head Coach Atom, Peewee and Bantam Assistant Coaches
Development 1	Minimum requirement for Head Coach on all Developmental teams playing in provincial tournaments	Required for all Peewee and Bantam Head Coaches Exemptions may be provided for Atom Developmental team Head Coach
Hockey Canada Safety Person	Recommended for that at least one member of every coaching staff	Required for 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.

There is a separate application process for the Don Johnson Pooled League volunteer positions.



St. John's Minor Hockey Association

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St. John's, NL
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2018/2019 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 (include a resume for all-star positions)

Head Coach Assistant Coach Manager (All-star only)

Novice/Squirt Atom Peewee

Bantam Midget

U12 Female U15 Female U20 Female

Hockey Canada NCCP Certifications Completed

(Please check appropriate boxes and attach copies of certificates)

Introduction to Coaching Coach Stream

Development (Intermediate) Stream High Performance (Advanced) Stream

Speak Out/RIS Hockey Canada Safety Person

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