



Lakers Hockey

CLUB ASSOCIATION

Hockey Director Functions and Responsibilities

The Director of Hockey shall be responsible for implementing, monitoring and evaluating the JV and Varsity teams. This position has no formal vote in matters of the Board. A qualified candidate for this position should possess:

- Good organization and communication skills
- Flexible work hours
- Managerial experience a plus
 - Must be able to work with many different personalities and always represent the Lakers Hockey Club in a professional manner, both internally and externally
 - Must be open minded, objective, and remain impartial while creating an open atmosphere to all Lakers players, parents, coaches and other members
 - Experience in settling disputes
- Hockey knowledge and experience in a hockey organization.
 - Must understand USA Hockey, AHAI, and IHSHL philosophy, guidelines and rules for a combined, high school hockey team
 - Must be willing to work with a group of people to build and maintain a program
- Previous Hockey playing and coaching experience.
 - Preferred Level 4 coaching certificate
- Personal Computer with Word and Excel, Email access and a cell phone with a number that is available to be shared

The following items are the responsibility of the Hockey Director to accomplish personally or delegate (as approved by the Board):

- Create a plan for each season
 - Includes practices, games, exhibition games (if available/necessary,) off-ice conditioning, strength training, special skills training, video review, or other training required to build team skills or knowledge
 - Plans for every season should include players and goalies
 - Evaluate teams on an on-going basis. Make necessary adjustments for improvements.
 - Observe and evaluate team practices often to gauge success of programs deployed
- Oversee team tryouts and evaluations
 - Work with all coaches to assign players to teams
 - Assist in identifying players “at risk for injury”

- Prepare, maintain and update club master schedule.
 - Work with all coaches based on their availability and available ice time
 - Determine appropriate tournaments for participation and present to board for approval
 - Register all teams for tournaments or spring leagues when approved by Board
 - Arrange clinics/leagues/camps as necessary
 - Work with the appropriate referee programs.
- Attend monthly Board meetings.
 - Share player, parent or coaching concerns with the Board for resolution if required
 - Report appropriate items to coaches as required
- Enforce/modify standard coaching rules, regulations, and philosophies as approved by the Board.
 - Oversee coaching selections for the Lakers. Works with the board to recommend the coaching staff for Board approval.
 - Organize and coordinate the certification of coaches within the USA Hockey coaching program.
 - Monitor and evaluate coaches during the season. Resolve issues with coaches.
 - Assist in finding assistant coaches when required
 - Recommend third party skills coaches and goalie coaches when appropriate
- Recruit players to Lakers and recommend programs to increase Lakers membership.
 - Promote the organization in the area when possible
 - Work with local rinks, feeder hockey teams and school Athletic Directors to increase awareness and participation in our organization.
- Work with the Board members to develop and maintain the Lakers procedures/policy documents.
 - Act as an advisor to the Disciplinary Committee where necessary based on written rules and regulations
 - Prepare reports when requested
 - Suggest policy/process changes when appropriate based on feedback from parents, players or coaches
- Advise board when additional programs are needed to continue to build the program
 - If additional funds are required, make formal request for monies
 - If support is required to build awareness, request assistance