



## NORTHERN ONTARIO HOCKEY ASSOCIATION

110 LAKESHORE DRIVE  
NORTH BAY, ONTARIO P1A 2A8  
PHONE: (705) 474-8851 • FAX: (705) 474-6019  
www.noha.on.ca



Date: September 20, 2010

To: Whom it may concern

From: Bryce Kulik

Re: Specialty Instructors - Insurance

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The NOHA recognizes that there are some people who have expertise in specialty areas such as Goaltending and Power Skating. The NOHA encourages Associations and Teams to use these people but these instructors must meet our certification requirements in order for them to register on the Hockey Canada Registry (HCR) to be covered by Hockey Canada Insurance. They are on the ice instructing and by definition (below) they are coaching. If they do not wish to obtain the certification required by the NOHA and wish to use their own insurance, the decision is left to the Association and Team as to whether or not they wish to participate without Hockey Canada insurance. The players and parents must be informed as to what insurance coverage they have in order for them to make an informed decision.

The NOHA does not recognize the position of "Other" on the Hockey Canada Registry. The NOHA policy states that all people dealing with our membership will possess the proper certification to help ensure the safety and well being of our participants.

The NOHA requires these specialty instructors to register on the HCR with each Association they are working with. This allows the Association to know that they are paying a Hockey Canada insurance premium for this instructor and that when working in their Association, the activity is sanctioned.

### **DOUBLE CARDING**

If a member of your Association was carded more than once this past season, Associations are required to notify the NOHA Office in writing after February 10<sup>th</sup>, 2011 and before May 31<sup>st</sup>, 2011 to obtain a refund. We WILL NOT automatically compile a list; it is your responsibility to look into this matter.

### **JOB DESCRIPTIONS**

**Manager:** The team Manager is an administrative function, which may include scheduling practices, budgeting and completing the players cards, among other duties. As the position is an administrative one, the Manager should not be on the ice. A team may have a maximum of two Managers, both of whom require Speak Out.



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**Trainer:** The Trainer is responsible for the safety and well-being of the players. Some of the Trainer's duties include implementing a Risk Management program for the team, maintaining the players' medical information and dealing with injuries. The Trainer should only be on the ice to treat an injury. A Trainer must have a valid Hockey Trainers Certification card and Speak Out, while a team may have as many Trainers as they would like.

**Coach and Assistant Coach:** The role of the Coach and Assistant Coach is to lead the team, both in games and in practice. The Coach and Assistant Coach provide instruction to the players on and off the ice. All Coaches have either Initiation or Development 1 certification depending on the age group they are coaching, as well as Speak Out. Pee wee Coaches also require Checking certification.

One of the more common questions received at the NOHA Office is, "Can I go on the ice for practice if I have only Speak Out?" Based on the job descriptions above, only the Head Coach and Assistant Coaches should be on the ice. A volunteer with Speak Out has only the appropriate certification to be a Manager, which is an administrative position as mentioned previously.

With that being said, if assistance is required during practice to set up pylons or to push pucks, a team staff member may be on the ice to perform these tasks but they **CANNOT** provide instruction to the players (i.e. demonstrate a drill) as they are not insured to "coach".

The NOHA does have the following certification requirements in place for people within the NOHA to act as Team Staff members within our Organization.

### **Initiation & Novice H/L**

- all Coaches and Asst. Coaches require Speak Out & Initiation certification
- all Trainers require valid trainer's certification (3 year term) & Speak Out certification
- all Managers require Speak Out certification
- Maximum of two Managers

(each team must have at least one certified coach and at least one certified trainer)

### **Atom, Bantam and Midget H/L**

- all Coaches and Asst. Coaches require Speak Out & Coach Level or Development 1 certification
- all Trainers require valid trainer's certification (3 year term) & Speak Out certification
- all Managers require Speak Out certification
- Maximum of two Managers

(each team must have at least one certified coach and at least one certified trainer)



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### **Peewee H/L and Peewee Representative teams**

- all Coaches and Asst. Coaches require Speak Out & Coach Level or Development 1 & **Checking** certification
- all Trainers require valid trainer's certification (3 year term) & Speak Out certification
- all Managers require Speak Out certification
- Maximum of two Managers

(each team must have at least one certified coach and at least one certified trainer)

### **Novice, Atom, Bantam, Midget Representative teams and Junior teams**

- all Coaches and Asst. Coaches require Speak Out & Coach Level or Development 1 certification
- all Trainers require valid trainer's certification (3 year term) & Speak Out certification
- all Managers require Speak Out certification
- Maximum of two Managers

(each team must have at least one certified coach and at least one certified trainer)

If you have any questions, please contact your District Council Director.

Yours truly,

Bryce Kulik  
NOHA President

cc: NOHA Executive