



Casper Amateur Hockey Club Coaching and Player Development Coordinator Job Description

1. This position oversees the Casper Amateur Hockey Club Player and Coaching Program with specific emphasis on enhancing coaching excellence and player development at all levels.
2. This job includes the following duties, which will be carried out in collaboration with and under the direction of the CAHC Coaching Committee:
 - Assist the CAHC Coaching Committee and provide subject matter expertise in the development of age appropriate coaching strategies and standards for player and team development as part of a CAHC Player and Team Development Strategic Plan;
 - Implement and monitor the coaching strategies and standards, per the CAHC Player and Team Development Strategic Plan. Enforce and ensure appropriate application and continuity of the strategic plan objectives throughout all respective age divisions;
 - Assist CAHC Coaching Committee in identifying team coaching assignment and the subsequent USA Hockey and CAHC administrative requirements of all age division coaching staffs;
 - Provide a yearly evaluation of all coaches;
 - Coordinate CAHC team try-outs, as applicable;
 - Coordinate and facilitate any player and/or coaching camps or clinics deemed necessary and approved by the CAHC Board of Directors;
 - Assist in coordinating CAHC participation in Wyoming Amateur Hockey Association (WAHA), the Wyoming Amateur Hockey League (WAHL), and/or other associations or leagues as approved and directed by the CAHC Board of Directors (All WAHA and WAHL meetings shall be attended at CAHC expense); assist in synchronizing CAHC participating and scheduling in league play to be in accordance with and in the best interest of CAHC Player and Team Development strategic objectives;
 - Other duties as may be assigned by the Coaching Committee and/or Board of Directors within the scope of the CAHC player, coaching, and team development.
3. This position reports directly to the CAHC Board of Directors, is a non-voting member of the Coaching Committee, and a voting member of the Discipline Committee and the Ice Scheduling Committee.
4. The Coaching Coordinator shall attend all CAHC Board of Director meetings or arrange for a representative to provide a monthly report. The Coaching Coordinator will not miss more than two meetings within a year without a preapproved absence from the President of the Board.
5. The Coaching Coordinator shall complete all tasks within the deadlines set by the Board of Directors and/or the Coaching Committee.
6. The Coaching Coordinator will enter into a contractual agreement with CAHC, which will specify remuneration, length of service, and other specific details of the position that might be mutually agreeable.