

Iowa City – Coralville Hockey Hockey Director Position Description

Responsibilities

- Be completely versed in USA Hockey recommendations and requirements for each level of play
- Coordinate coaches:
 - Ensure individuals with hockey experience are involved with coaching the higher levels (Peewee and up)
 - Facilitate the recruitment of volunteer parent coaches for the lower levels
 - Ensure that all coaches are using appropriate materials, have developed reasonable coaching plans and are certified at the appropriate level
- Work directly with rink manager/personnel to acquire ice time for practices and games (to be completed by late spring)
- Create master practice schedule with appropriate amounts of ice time allotted to each group
- Meet with coaches and managers in early fall to discuss and guide appropriate game scheduling
- Work closely with the registrar to ensure all players (youth and adults) have completed necessary requirements
- Ensure coaches have the equipment and other resources they need
- Coordinate or delegate the task of scheduling referees and identifying scorekeepers and penalty box attendants for games
- Work with Board to determine appropriate fee schedule for youth and adult leagues based on ice time and games schedules