



An Open Ice Summit was held in August of 1999 to discuss the issues involving hockey within Canada. Representatives from the NHL, NHLPA, CHL and Hockey Canada Membership gathered to discuss issues involving player development.

The primary focus of the event was to discuss player development in Canada. By engaging in dialogue on Canada's past, present and future aspirations in the sport of hockey, Canadians were provided with the opportunity to explore new directions in player development. As a result of the items discussed Hockey Canada was given the mandate to execute a plan to address the needs involving player development within amateur hockey in Canada. The Open Ice Summit provided 11 recommendations to acknowledge the issues surrounding development. Two of the recommendations given were:

1. Create a system of mentor/master coach for every minor hockey association. One master coach for every 20 teams. Move toward a mentor/master coach being a paid professional. Ensure that coaches are trained to reward and encourage a child's use of creativity and imagination while practicing and playing.
2. Adjust the practice-to-game ratio so that the number of games does not exceed the number of practices.

Hockey Calgary have taken the initiative and implemented a Coach Mentorship Program.

Hockey Calgary implemented this pilot project in the Fall 2007-2008 season. There are currently 3 associations that are taking part in this program. The three associations that are on board are Crowfoot, Properties Sport Association and Southland. Each association has coach mentors that have taken part in the workshops held by Hockey Alberta. The workshop has two components. One component consists of an outline of how the program should be ran and the other is a combination of both on and off ice instruction.

A mentor is not a professional or the "master" of hockey by no means. A mentor is an individual who has taken part in educational seminars, clinics and workshops to increase his or hers knowledge in hockey. These individuals will have a vast knowledge gained from past experience.

A mentor is defined by Webster as: a trusted counselor or guide

A mentor in essence is a leader.

Leader: An individual in a group who exerts influence on others.



Max Bell Arena
1111 Barlow Trail SE
Calgary, AB T2E 6S2
Phone: (403) 245-5773
Fax: (403) 228-0578
Email: info@hockeycalgary.com
www.hockeycalgary.com





Leadership: is the process through which leaders exert such influence on other group members.

Leadership skills: are the sum of your total ability to help the group achieve its goals, and maintain effective working relationships among its members.

Therefore the coach mentor is an individual who exerts influence on others by educating and instructing others on how to become an effective coach, reaching a nationwide goal of player development.

Hockey Calgary Vision, Mission, Goals and Objectives for the Coach Mentorship Program

Vision:

The Hockey Calgary Coach Mentorship Program will be the leading force in Coach Development Among all Hockey Associations within Canada.

Mission:

Hockey Calgary is dedicated to coach development within its grassroots programs; Timbits Flames through Midget. We believe that coach development will have positive impacts on our players, and coaches both on and off the ice.

Key Goals and Objectives

Goal: To increase the overall participation in Coach Mentorship Program by 10 coaches and 2 Associations on a Yearly Basis.

Objectives:

1. To publicize the program and its benefits in a variety of print material through advertisement, the Hockey Calgary Newsletter, and the Hockey Calgary Website.
2. To track our participants perceptions and satisfaction with the programming offered and to act on any changes that are required in a timely manner.
3. To offer 2 information sessions on the Coach Mentorship Program before the 08-09 season.
4. To research our players, coaches and associations involved in the mentorship program and document the needs, wants, desires and programming opportunities that are not currently being offered.

Goal: To offer two Coach Mentor Training Seminars each season.

Objectives:

1. To educate the public on the coach mentorship program.
2. To partner with local associations to increase awareness for the program and the stakeholders involved.



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1111 Barlow Trail SE
Calgary, AB T2E 6S2
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Goal: To offer Coach Mentor Coordinator Information Sessions on Quarterly Basis.

Objectives:

1. Advertise the sessions on the Hockey Calgary website.
2. Distribute information bulletins through Hockey Calgary's distribution lists.
3. To advertise the sessions in newspapers and newsletters.

Goal: To have 1,000 Coaches attend the 2008 Coaching Day in Alberta

Objectives:

1. To create awareness of the event through media outlets, and the Hockey Calgary Website, Hockey Calgary newsletter.
2. To create awareness in each association through the Mentor coordinators
3. To create awareness of the event through Hockey Calgary's partnerships with Hockey Canada, Hockey Alberta, Tim Hortons and the Calgary Flames.

Developing a Mentorship Program in Hockey Calgary Associations

Designing initiatives using information gathered from evaluation surveys and workshops is the main step in moving forward with a critical path and putting something tangible in place. Take a look at what other associations are doing for coach development.

Evaluate the Association and Identify Needs

- Board evaluation & membership surveys
- Member survey designed with input from directors
- Coach mentor initiatives (if any)
- Include directors and coaches

Conduct a Strategic Planning Workshop

Conduct a SWOT Analysis (Strengths, weaknesses, opportunities and threats) of your association

- Summary to be combined with members, board surveys & mentorship evaluation
- 2-3 hour workshop meeting conducted by mentors and Mentor coordinator
- Evaluate coaches current certifications and skill sets

Identify Development Goals and Priorities for the Associations Mentorship Program

- 2-3 workshop meetings with directors, targeted coaches, Mentor Coordinators and parents



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Conduct a Visioning Process for Coach Mentorship Program

- Workshop with coaches, directors and representative group of parents
- Identify outcome expectations for all categories
- Identify mentorship program outcomes & success factors
- Select and identify the associations coach coordinator
- Select 2-4 Master Mentors to administer the program

Train Mentors to Support Hockey Development Initiatives

- One day workshop 4-6 hours
- Incorporate branch / mentor training & development programs as well as components specific to Hockey Calgary
- Promote mentor training/education by enrolling these individuals in coach clinics/ training seminars through Hockey Calgary and Hockey Alberta

Utilize classroom and on ice sessions to find skilled people in the Association that can be Master Mentors.

Mentorship Objectives

1. Find individuals who are interested and skilled at performing the basic hockey skills
2. Train those individuals to teach other coaches on how to teach as well as being a coaching resource.
3. Develop a system for implementation

Train Mentors to Support Development Initiatives

- 1 mentor (Development Coach) for each age division – Timbits Flames, novice, atom, peewee
- 1 Coach Mentorship Coordinator for each association
- 1 Coach Coordinator for each association

Conduct a Coach Orientation Meeting

- Explain Hockey Calgary's Coach Mentorship program
- Explain your associations mentorship program
- Introduce the concepts i.e. show specialty clinics
- Identify mentors (development coaches - current and future)
- Promote the Hockey Canada skills testing program and skills testing packages that Hockey Calgary has.



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Utilize classroom and on ice sessions by finding skilled people in the Association that can be leaders/presenters and or mentors. If your association needs help conducting coach clinics feel free to contact the Hockey Calgary office.

Conduct a Coach Orientation Workshop

One-Day Workshop to Create Awareness

- Outcome expectations
- Review mentorship program initiatives
- Evaluating players; develop your team profile; team building
- Mentors, coaches & directors

Conduct 2-3 Evening Coaching Clinics

- Stand alone classroom sessions & classroom with ice sessions
- Classroom sessions = 2-3 hrs each
- Develop a team profile & player evaluation & team selections
- Team building & planning
- Communication
- Managing player performance
- Ice Sessions = 1.5 hrs each (Specialty Clinics)
- Skating
- Puck Control
- Shooting and Scoring
- Developing Defensemen
- Creating Offense
- Small Area Games

Once the group sessions have been held, coaches are given the opportunity to request that the Mentor coaches come to their individual practices. The teams/coaches must give ample time and must give 2 or 3 options of ice time for the Mentor coach to choose from.



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Summary

- 1) Evaluate the Association and Identify Needs
- 2) Conduct a Strategic Planning Workshop
Conduct a SWOT Analysis (Strengths, weaknesses, opportunities and threats) of your association
Identify Development Goals and Priorities for the Association
- 3) Conduct a Visioning Process for Coach Development
- 4) Train & Support Mentors for 2008-09 Initiatives
- 5) Conduct a Coach Orientation Workshop
- 6) Conduct 2-3 Evening Coaching Clinics
- 7) Evaluate 2007-08 Coach Mentor Program

Hockey Calgary recommends that each association elects a Mentor coordinator and a Coach Coordinator on their executive board whose responsibilities would entail administering the Coach Mentorship Program. Each association will set up the coordinators roles and responsibilities differently, but below are the general job descriptions recommended by Hockey Calgary.

For more information in regards to the National Coach Mentorship Program visit the Hockey Canada Website. The following is a link will take you directly to the website:
<http://www.hockeycanada.ca/6/9/3/6/index1.shtml>.



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Job Description: Mentor Coach Coordinator

The coach mentor coordinator is a crucial position for every association. Coach education is essential in developing better skilled hockey players. The more support and education we provide our coaches the better skilled our players become. The coach coordinator is responsible for acting as the liaison between their respective association's coaches and Hockey Calgary. The coach mentor coordinator should have a passion for the game of hockey and coaching. It will be the coordinators responsibility to oversee the mentorship program within their association.

Responsibilities:

This individual will be responsible for having the contact information and knowledge of Coaching clinics, certification requirements, clinic dates, and Hockey Calgary's rules and regulations involving coaches. The coach mentor coordinator will also be responsible for promoting Coaching Day in Alberta.

Education:

Ideally the coach coordinator will have taken part in some coach clinics and holds certification in one or more levels. The coach mentor coordinator should have also taken part in Coach Mentorship training seminars through Hockey Calgary, Hockey Alberta and or Hockey Canada. This individual may have also attended other association's coach mentorship seminars and or clinics.

Experience:

Several years experience in a hockey capacity is beneficial. (Ideally as a coach)

Area of Functional Expertise:

Event planning and organization, Program planning and development, Program implementation and delivery, Program evaluation.

Specific Skills:

Co-ordinate all coach mentor workshops, meetings, planning, implementation, and evaluation of the program.

Essential Skills:





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Communication skills, Working with others, Problem solving, Decision making, Critical thinking, experience in program development and delivery is beneficial.

Job Description: Coach Coordinator

The coach coordinator is an individual who will work closely with the Mentor coordinator and Coach Mentors. This person is not a coach and or hockey expert. This individual is responsible for coach administrative tasks. This individual will be responsible for knowing Hockey Calgary's rules and regulations and will be responsible for ensuring that all coaches within their respective association hold the valid certification for the level they are coaching.

Responsibilities:

This person is responsible for tracking and ensuring that coaches and managers have guidance in regards to managing their hockey teams. This individual will also be responsible for ensuring coaches and team officials hold valid coach certifications i.e. Safety Training. This person will also be responsible for conducting coach clinics to administer Hockey Calgary's Whitebook policies and procedures pertaining to Travel Permits, Tournament Sanctioning, and Player Transfers etc.

Specific Skills:

Co-ordinate all coach meetings, and assist with planning, implementation, and evaluation of the mentorship program.

Essential Skills:

Communication skills, Working with others, Problem solving, Decision making, Critical thinking, experience in program development and delivery is beneficial.



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Job Description: Coach Mentors

The coach mentor is an individual who exerts influence on others by educating and instructing others on how to become an effective coach, reaching a nationwide goal of player development.

Responsibilities:

It is the Mentors responsibility to promote the coach mentorship program and its benefits. The mentor should be available through email, and or phone to help answer any questions fellow coaches may have. The mentor will also be responsible for developing, implementing and evaluating the coach mentorship program within his or hers respective associations mentor coordinator. The mentor should also have suffice time to a lot to fellow coaches to conduct on ice mentoring. The mentor should also be one of the main instructors when their respective association presents coach educational seminars/clinics.

Education:

The Mentor should hold certification in one or more coaching levels. The Mentor should have also taken part in Coach Mentorship training seminars through Hockey Calgary, Hockey Alberta and or Hockey Canada. This individual may have also attended other association's coach mentorship seminars.

Experience:

Several years experience in a hockey capacity as a coach, instructor and or player is beneficial.

Area of Functional Expertise:

Coaching, and instructing hockey. This individual will also have expertise in developing practice plans.

Specific Skills:

This individual will have leadership, and instruction skills that they can use to educate fellow coaches in an effective and efficient manner that makes mentoring an enjoyable, beneficial experience.

Essential Skills:

Communication skills, Working with others, Problem solving, Decision making, Critical thinking, experience in program development and delivery is beneficial.



Please note that these are not the mandatory job descriptions that Hockey Calgary expects you to advertise, rather they are a bench mark to use in setting up your coach mentorship program. Remember that each association within Hockey Calgary is run differently; therefore there is no right or wrong way in administering the coach mentorship program. Just remember that the main objective of the entire program is player development. If player's skills and abilities are improving while having fun, then the coaches from within your association need to be congratulated for a job well done.

Hockey Calgary's Expectations With The Coach Mentorship Program

- 1. All coaches from within mentorship associations will wear helmets each and every time they are on the ice.**
- 2. The mentors will have taken part in Hockey Alberta's Mentorship training sessions.**
- 3. The associations will promote skill development rather than game play.**
- 4. Teams will try their best to have a 3 to 1 practice ratio.
(Hockey Calgary realizes this may be troublesome with ice shortages)**
- 5. The mentorship associations will promote Hockey Canada's Skills Testing**
- 6. The mentorship associations will ensure that all coaches will hold the valid certification for the level they are mentoring/instructing.**
- 7. The mentors will be certified as Hockey Alberta Specialty Clinic Instructors. Therefore they will be available to help other associations administer their mentorship program.**

As for tracking player's skills and abilities Hockey Calgary recommends that associations conduct the National Skills Testing three times a year. The skills testing information is available on the Hockey Calgary and Hockey Canada websites. www.hockeycalgary.com and www.hockeycanada.com. Hockey Calgary also has four skills testing packages available that teams and or associations can borrow to conduct the testing. If you would like more information contact Trevor Morgan, the Manager of Programming with Hockey Calgary.





**COACH EVALUATION- To be used to evaluate overall performance of the coach
(To be done by players)**

Division Team Coaches Name for Evaluation

1. For the past season did your coach....

Help develop good hockey skills	Yes	No	Comments _____
Help the players develop physically	Yes	No	Comments _____
Teach team play and strategies	Yes	No	Comments _____
Increase the desire to play	Yes	No	Comments _____
Improve Player’s self-confidence	Yes	No	Comments _____
Practice fairplay	Yes	No	Comments _____
Require too much from players	Yes	No	Comments _____
Require too little from the players	Yes	No	Comments _____
Help the player achieve their goals	Yes	No	Comments _____
Encourage the players to have fun	Yes	No	Comments _____
Take part in coaching clinics/seminars	Yes	No	Comments _____
Attend Coaching Day in AB	Yes	No	Comments _____
Take part in the mentorship project	Yes	No	Comments _____
Have a 1 to 3 games to practice ratio	Yes	No	Comments _____
Use Hockey Canada Skills Manuals	Yes	No	Comments _____
Use the National Skills Testing	Yes	No	Comments _____

2. Was the Coach:

Organized	Yes	No	Comments _____
A good teacher	Yes	No	Comments _____
Fair to all the players	Yes	No	Comments _____
Easy to talk to	Yes	No	Comments _____
A good role model	Yes	No	Comments _____
Flexible and understanding	Yes	No	Comments _____
Good at giving praise when deserved	Yes	No	Comments _____
Concerned about each player	Yes	No	Comments _____
Knowledgeable of the game	Yes	No	Comments _____
Promoting the Mentorship Program	Yes	No	Comments _____



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What did you like best about the season?

What did you like least about the season?

Please state what you think the coach/coaching staff did good while administering practice

What could your coaching staff have done to improve practices?

Do you think that the coach mentorship program administered by your association improved the coaching quality within your association/ team?

Is your son or daughter wanting to play Hockey next season? Please provide reasons why or why not.



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Evaluation for the Mentor to evaluate his or hers mentee (To be done by the Coach mentor)

1. For the past season did your mentee....

Mentees Name: _____

Help develop good hockey skills	Yes	No	Comments	_____
Help the players develop physically	Yes	No	Comments	_____
Teach team play and strategies	Yes	No	Comments	_____
Increase the desire to play	Yes	No	Comments	_____
Improve Player’s self-confidence	Yes	No	Comments	_____
Practice fairplay	Yes	No	Comments	_____
Require too much from players	Yes	No	Comments	_____
Require too little from the players	Yes	No	Comments	_____
Help the player achieve their goals	Yes	No	Comments	_____
Encourage the players to have fun	Yes	No	Comments	_____
Take part in coaching clinics/seminars	Yes	No	Comments	_____
Attend Coaching Day in AB	Yes	No	Comments	_____
Take part in the mentorship project	Yes	No	Comments	_____
Have a 1 to 3 games to practice ratio	Yes	No	Comments	_____
Use the Hockey Canada Skills Manuals	Yes	No	Comments	_____
Use the National Skills Testing	Yes	No	Comments	_____

2. Was the Mentee (Coach):

Organized	Yes	No	Comments	_____
A good teacher	Yes	No	Comments	_____
Fair to all the players	Yes	No	Comments	_____
Easy to talk to	Yes	No	Comments	_____
A good role model	Yes	No	Comments	_____
Flexible and understanding	Yes	No	Comments	_____
Good at giving praise when deserved	Yes	No	Comments	_____
Concerned about each player	Yes	No	Comments	_____
Knowledgeable of the game	Yes	No	Comments	_____
Promoting the mentorship program	Yes	No	Comments	_____



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What did you think the mentee did well?

Please state what the mentee did well while administering practice

What could your mentee do to improve practices that he or she administers?

Do you think that the coaching mentorship program administered by your association improved the coaching quality within your association/ team?



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Mentor's Evaluation

Evaluation of the Coach Mentor (To be done by the mentees)

Coach Mentors Name: _____

1. For the past season, did your Coach mentor....

Help you develop good hockey skills	Yes	No	Comments _____
Help your players develop physically	Yes	No	Comments _____
Teach team play and strategies	Yes	No	Comments _____
Increase your desire to coach	Yes	No	Comments _____
Improve your self-confidence	Yes	No	Comments _____
Practice fairplay	Yes	No	Comments _____
Require too much from yourself	Yes	No	Comments _____
Require too little from yourself	Yes	No	Comments _____
Help you achieve your goals	Yes	No	Comments _____
Encourage you to have fun	Yes	No	Comments _____
Take part in coaching clinics/seminars	Yes	No	Comments _____
Attend Coaching Day in AB	Yes	No	Comments _____
Take part in the mentorship project	Yes	No	Comments _____
Promote 1 to 3 games to practice ratio	Yes	No	Comments _____
Use the Hockey Canada Skills Manuals	Yes	No	Comments _____
Promote the National Skills Testing	Yes	No	Comments _____

2. Was the Mentor:

Organized	Yes	No	Comments _____
A good teacher	Yes	No	Comments _____
Fair to all coaches	Yes	No	Comments _____
Easy to talk to	Yes	No	Comments _____
A good role model	Yes	No	Comments _____
Flexible and understanding	Yes	No	Comments _____
Good at giving praise when deserved	Yes	No	Comments _____
Concerned about each coach	Yes	No	Comments _____
Always available to give guidance	Yes	No	Comments _____
Knowledgeable of the game	Yes	No	Comments _____



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Promoting the mentorship program Yes No Comments _____

What did your Mentor do well?

What could your mentor do to improve his or hers skills at mentoring?

Do you think that the coaching mentorship program administered by your association improved your coaching abilities, confidence and skills?



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