Coaching Selection Process for 2026/2027 Season

Objective

To establish a clear, fair, and transparent process for selecting coaching staff across all divisions, ensuring consistency, accountability, and alignment with association values.

1. Head Coach Application Process

All Head Coach positions will be posted and require a formal application.

Applications will be reviewed by the Coaching Coordinator and Vice President (VP).

2. Multiple Applicants for Head Coach

If more than one qualified applicant applies:

Each candidate will present their coaching plan and experience to the Coaching Coordinator and VP.

The Coaching Coordinator will make a recommendation to the Board.

Final approval of head coaches will be made by the Board. Head coaches will be notified of their selection and included in the remainder of the bench staff selection process.

3. Conflict of Interest Guidelines

If the Coaching Coordinator is applying for a Head Coach position:

The President and VP (or delegate) will oversee the evaluation and interview process

for that role. If the VP is applying for a Head Coach position:

The President (or delegate) and Coaching Coordinator will oversee the evaluation and interview.

Any individual applying for a role must recuse themselves from the selection process for that division.

4. Selection of Assistant Coaches and Bench Staff

Once the Head Coach is approved:

Applications for Assistant Coaches and Team Trainers will be reviewed.

The Head Coach will have input in selecting their bench staff.

Final bench staff appointments are subject to Board approval.

5. Additional Team Staff (On-Ice Assistants & Manager)

The Head Coach may select their on-ice assistants and team manager.

Selections must be submitted for Board approval.

6. Bench Staff Requirements (Minimum)

1 Head Coach

2 Assistant Coaches
A minimum of 1 coach must be female

2 Team Trainers

1 Team Manager

7. Additional Staff (Optional, Pending Board Approval)

1 On-ice helper

1 Junior Coach

8. Bench Coverage Expectations

A minimum of one (1) female coach must be present on the bench for all games and events (as per Ringette Ontario guidelines).

A minimum of one (1) team trainer must be present on the bench for all games and events.

Teams are responsible for ensuring appropriate coverage if a coach or trainer is unavailable.

9. Guiding Principles

Transparency in decision-making

Fair opportunity for all applicants

Respect for Head Coach autonomy in building their team

Clear separation of duties in cases of conflict of interest

Summary

This process ensures the Board maintains final oversight, qualified candidates are evaluated fairly, Head Coaches are empowered to build their bench, and are required bench coverage aligns with Ringette Ontario guidelines.