



Volunteer Intern Coach	Approved	April 9, 2019
	Revised	April 8, 2019
	Reports to	Director of Hockey and Male/Female Coordinators
	Indirect Reports	

Position Purpose

The Volunteer Intern Coach will provide a supporting role to the Director of Hockey and the Male/Female Hockey Coordinators. This will include on ice and off-ice development of the players. This position requires the availability to work some evenings and weekends.

Essential Job Functions

Key responsibilities and duties may include, but are not limited to, the following:

- 1.1 Coach one of the Notre Dame teams that the Director of Hockey places you on. You will be required to work shifts in the Skills Center, Weight Room and assist our Skills Sessions and Goalie Sessions. You may be required to assist the other coaches/teams other than your assigned team which will include helping coach practices and games (home & away).
- 1.2 Actively involved in game and practice preparation, bench duties, off-ice work out monitoring and be prepared for travel.
- 1.3 Assist with on ice and off ice skill development as well as video editing with the other coaches/teams.
- 1.4 Establish a good working relationship, with players and staff, incorporating the ideals and philosophy of Athol Murray College of Notre Dame.
- 1.5 Support the direction and management of the team, while contributing to the overall development of the players.

LIVING ACCOMODATION

- 2.1 Housing will be made available in an Edith Hall dorm room as part of your internship.
- 2.2 Meals will be made available at Varsity Hall as part of your internship.
- 2.3 You will be responsible for all your own travel costs excluding team travel.



Success Factors

These competencies describe the required behaviors and expectations for this position:

Accountability: Assumes responsibility for own actions, decisions and results. Demonstrates commitment to accomplish work in an ethical, efficient and cost-effective manner. Exhibits a high level of dependability in all aspects of the job.

Collaboration: Demonstrates the ability to work cooperatively with other staff members and coaches and others outside the organization to effectively accomplish objectives.

Communication: Adapts communication strategy and interpersonal approach to a situation. Perseveres in the face of complex, hard-to-handle situations. Effectively conveys both readily apparent and underlying messages to a wide variety of audiences in diverse situations.

Customer Focus: Anticipates, monitors and meets the needs of Notre Dame's customers and responds to them in an appropriate manner. Demonstrates a personal commitment to identify apparent and underlying needs and continually seeks to provide the highest quality service to all customers.

Integrity: Behaves in an honest, fair and ethical manner that contributes to maintaining the integrity of Notre Dame. Displays high standards of ethical conduct and understands the impact of violating these standards on the organization, self and others; is trustworthy.

Professional Knowledge: Provides evidence in the pursuit of mastering the knowledge of coaching (hockey), retention and recruitment and any other skills pertinent to this portfolio.

Work Environment

As the Intern Coach, you will perform your responsibilities on the College's campus, more specifically in the hockey rink and skills facility. You will also spend a considerable amount of time on the road going to games. Frequent overnight travel with athletes is required during the hockey season. Work hours can vary and may include evenings and weekends throughout the hockey season. You can expect the individual can expect to put in a minimum of 8 hours per day between practices, games, reviewing videos, connecting with the players and preparations for games.



Physical Demands

The physical demands described here are a representation of those that must be met by the Intern Coach to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

You must have the ability to sit and stand for extended periods of time; able to see within normal parameters; can hear and understand speech at normal levels, on the ice and in the office; physical agility to skate and lead practices on ice; regularly required to bend, stoop, crouch and/or kneel; and capable to lift up to 25 pounds.

Qualifications

The ideal candidate in this position will possess:

- 1-2 years' experience as a Hockey Coach; HP1 coaching level is an asset.
- Must have a clean Criminal Record Check with Vulnerable Sector.
- Must have a valid driver's license and reliable vehicle.
- Display a commitment to Notre Dame's Catholic nature, philosophy, principles, mission, history and strategic plan.
- Ability and willingness to travel.
- A willingness to interact with the student body in a positive manner (i.e. coaching, student clubs, etc.).