



Team Staff Structure

Last Updated: July 2020

Team Staff – Ringette Alberta Requirements

In order for a team staff member to be approved on your official Ringette Alberta Team Registration Form (TRF) and to attend on your Bench, they **MUST** meet the RAB requirements for their role.

Below is a summary of these requirements. See Ringette Alberta's Team Staff Policy for further detail: <https://ringettealberta.com/wp-content/uploads/2019/06/10.0-Team-Staff-Policy-June-15-2019.pdf>

1. Minimum Team Requirements per Ringette Alberta (RAB):

- To be registered with RAB, a team **MUST** have one qualified Head Coach and at least one qualified Assistant Coach, one of which **MUST** be female, aged 18 years or older.
- Females in any other team staff role do not meet this requirement.

2. Maximum Allowed Positions to be Registered on the TRF per RAB:

- A team *may* register on their TRF the following positions. Team staff members **MUST** meet the applicable certifications:
 - a) 1 Head Coach
 - b) Unlimited Assistant Coaches
 - c) 1 certified Manager (roster only - exempt from Bench)
 - d) 1 Trainer
 - e) Unlimited Junior Coaches (14 – 17 years of age at the start of the season)
 - f) On-Ice Assistants (see Point #5 below)
- Teams are not required to have all of these positions in place except for the minimum requirement above.
- However, where possible, SCRA strives for teams to have a minimum of 3 coaches and a minimum of 2 female coaches.

3. Minimum and Maximum Positions allowed on the Bench for any game per RAB:

- Only Team Staff who are registered on the TRF and have proper certifications can attend the bench during games / tournaments / exhibition games / playoffs, etc. and must be listed on the game sheet for each game.
- The *minimum* allowed on the Bench is two coaches where one is a qualified female coach (see RA policy for allowable exceptions).
- The *maximum* allowed is one Head Coach, one Assistant Coach plus three additional Team Staff made up of any combination of Assistant Coaches and/or a Trainer for a total of five Team Staff.
- In addition to this, Teams may also have an unlimited number of Junior Coaches on the Bench.
- Managers are not qualified to provide Bench support, even if they have a Manager's Certification.
- On-Ice Helpers are not qualified to provide Bench support.

4. Maximum Positions paid for by SCRA: five Bench Team Staff plus one Junior Coach.

- Although RAB allows for an unlimited number of Assistant Coaches and Junior Coaches on the TRF, SCRA will register and reimburse qualification costs for a **maximum of five Bench Staff positions and one Junior Coach.**



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- Teams that wish to register additional staff members must pay for the registration with RAB. In addition, the qualification costs of those additional members (certification, MED, Respect in Sport) will not be reimbursed by SCRA.

5. On-Ice Assistants

- The On Ice Assistant role exists solely for the purpose of assisting Team Staff with occasional on-ice practice sessions. Any person that is expected to be assisting regularly on the ice needs to be registered on a team's TRF.
- On-Ice Assistant is a non-coaching role and are not authorized to provide support on the Bench.
- On-Ice Assistants are not permitted on the ice without the presence, supervision and direction of a qualified Head or Assistant Coach.

Team Staff – SCRA On-Ice Role Definitions

Head Coach:

- The Head Coach has the overall authority of the team's coaching staff.
- The Head Coach will be the primary individual responsible for player and team development. The Head Coach, at his/her discretion, can utilize the coaching staff as they deem fit for practices, games, bench management, etc.

Associate Coach:

- The Associate Coach role is a Head Coach development role and will be the next team lead to the Head Coach.
- Associate Coaches will be selected in circumstances where:
 - i. the Associate Coach has strong future Head Coach potential that requires additional development from the selected Head Coach (mentee role),
 - ii. the Associate Coach is a strong Head Coach candidate and suitable second in command for the develop of the Head Coach (mentor role),
 - iii. the Associate Coach has prior coaching experience within a certain age category which will be beneficial to the development of the Head Coach and the players.
- The Associate Coach is an internal SCRA designation. Due to limitations with RAB and SportzSoft systems / technology, the role might appear as "Assistant Coach" on the roster.

Co-Coach:

- Co-Coaches will share the Head Coach role and will be selected primarily in circumstances where there is strong interest for a Head Coach position and the candidate has desirable coaching capabilities, however time commitments impede a full time Head Coach role.
- Co-Coaches may also be selected when there isn't sufficient coaching candidates in a given age category and the teams within the age category. In those circumstances, prior coaching experience and/or coaching distribution between two individuals will be sought to ensure a favorable player and team experience.
- While this is designed as the title implies to be a 50/50 distribution of the Head Coach responsibilities, it is generally favorable for one individual to take on a slightly larger role i.e., 60/40 split. This should be discussed between the coaches at the start of the season and could



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be naturally determined based on division of responsibilities and duties (i.e., season planning, setting up line up, equipment, etc.)

- Co-Coach is an internal SCRA designation. Due to limitations with RAB and SportzSoft systems / technology, both might appear as “Head Coach” on the roster.

Assistant Coach:

- Assistant Coaches are available to assist the Head Coach, Associate Coach or Co-Coaches as required.
- Assistant Coaches can attend the bench during games and provide coaching support during practices.
- Assistant Coaches must meet the applicable RAB certifications and other requirements.

On-Ice Helper:

- On-Ice Helpers (OIHs) are non-coaching parents that provide casual help at practices on an as needed basis. The expectation of OIHs is that they are informal support for when the team is short on coaching staff for an occasional practice. (ie. no more than 5 practices)
- OIHs are NOT accredited by RAB to provide any coaching capacity and cannot attend the bench for any games.
- OIHs should be limited to the logistics of marshaling equipment /athletes and providing positive encouragement during the practices.
- OIHs are only covered under insurance policies when registered on the TRF. Anyone that is an OIH must complete a SCRA application and the applicable RAB requirements.
- On-Ice Helpers do NOT receive SCRA volunteer credit.