



Mt. Clemens Hockey Association
P. O. Box 49609
Mt. Clemens, MI 48046-6909

April 1, 2009

Dear interested applicant:

Thank you for your interest in applying for a coaching / team manager position with the Mt. Clemens Hockey Association. It is the active participation of those who volunteer their time for the development of our youth, both socially and athletically that make you a standout in our community.

The Mt. Clemens Hockey Association has revised its process for House Team Applications. Overall, the only change is that we are unbundling the application into its separate components. This has been done as a means to better include all individuals who wish to participate as a coach or manager, and, to facilitate the organization of those individuals onto coaching staffs.

Any individual who wishes to be considered as a Franchise Holder / Head Coach, Assistant Coach, or, Manager must complete and submit an application for the desired position. Individuals wishing to be considered for multiple positions, or in multiple divisions, must fill out applications that reflect that desire. All individual applications will be reviewed and approved by the Mt. Clemens Hockey Association Board of Directors and, upon approval, will be considered the only acceptable staff at the divisional drafts held for the 2009 – 2010 season. Any questions or requests of clarification should be directed to the President, the Vice President, the League Director, or, the individual Divisional Directors.

Please review all of the material in this packet thoroughly and complete the necessary forms. Please return your completed application to the above address or place in the association drop box by May 21, 2009. Please be timely in returning your application. This will help insure that the proper attention will be given to its review.

On behalf of the Mt. Clemens Hockey Association thank you for your interest and your application.

Sincerely,

Kent Takacs
President
Mt. Clemens Hockey Association

Screening Policy

Individuals applying for a coaching position to the Mt. Clemens Hockey Association will be required to consent to a police records check. Refusal to consent to this process will void your application to coach/manage in the Mt. Clemens Hockey Association. The follow instances of criminal conviction will be screened for:

1. Been convicted (including crimes the record of which has been expunged and pleas of “no contest”) of a crime of child abuse, sexual abuse of a minor, or physical abuse, causing a child’s death, neglect of a child, murder, manslaughter, felony assault against a minor, kidnapping, arson, criminal sexual conduct, prostitution related crimes or controlled substance crimes.
2. Being adjudged liable for civil penalties or damages involving sexual or physical abuse of children.
3. Being subject to any court order involving any sexual abuse or physical abuse of a minor, including but not limited to domestic order or protection.
4. Had their parental rights terminated.
5. A history with another organization (volunteer, employment, etc.) of complaints of sexual or physical abuse of minors.
6. Resigned, been terminated or been asked to resign from a position, whether paid or unpaid, due to complaint(s) of sexual or physical abuse of minors.
7. Has a history of other behavior that indicates they may be a danger to children in USA Hockey.
8. Having past convictions for criminal driving offenses including impaired driving.
9. Having past convictions for drug offenses.
10. Having past convictions for violent offenses whether or not it involved weapons.

Once accepted to the Mt. Clemens Hockey Association as a coach or coaching staff, you will be required to complete a records check every year.

Mt. Clemens Hockey Association Code of Conduct

The Mt. Clemens Hockey Association, MAHA and USA Hockey are committed to providing an environment in which all individuals are treated with courtesy and respect. Members and participants of the Mt. Clemens Hockey Association shall conduct themselves at all times in a manner consistent with the values of the Mt. Clemens Hockey Association, MAHA and USA Hockey, which includes fairness, integrity and mutual respect.

During the course of all Mt. Clemens Hockey activities and events, members shall avoid behaviors, which bring the Mt. Clemens Hockey Association, MAHA or the sport of hockey into disrepute. This includes but is not limited to abusive use of alcohol, use of non-medical drugs and use of alcohol by minors.

Mt. Clemens Hockey members and participants shall at all times adhere to the Mt. Clemens Hockey Association and MAHA operational procedures, rules and regulations governing all Mt. Clemens Hockey Association and MAHA events and activities. This includes rules and regulations governing any competitions in which any member of the Mt. Clemens Hockey Association participates.

Members of Mt. Clemens Hockey Association shall refrain from behaviors, which are offensive, abusive, racist or sexist. Behaviors, which constitute harassment or are abusive will not be tolerated and will be dealt with through the MAHA STAR Committee.

Failure to comply with the Mt. Clemens Hockey Association Code of Conduct could result in disciplinary action in accordance with MAHA STAR policy. Such action could result in the losing of all privileges and membership in the Mt. Clemens Hockey Association and the MAHA. This includes the opportunity to participate in Mt. Clemens Hockey Association and the MAHA current activities and events and the future.

I have received, read and agree to be held to the contents of this Code of Conduct:

Applicant's Signature

Date

Printed Name



Mt. Clemens Hockey Association Home of the Wolves

House Franchise / Head Coach Application

Name: _____

Address: _____ City: _____

State: _____ Zip: _____

Phone: _____ (H) _____ (W) _____ (F) _____ (C)

email address: _____ secondary email: _____

Division: _____ (Mini Mite, Mite, Squirt, Peewee, Bantam, Midget B, Midget BB)

If these positions were not available, would you accept an Assistant Coach position? Yes ___ No ___

Coaching Certification: Current level: _____ Year obtained: _____ Card No. _____

Past Coaching Experience:

Association: _____ Level: _____ Year: _____

Association: _____ Level: _____ Year: _____

Association: _____ Level: _____ Year: _____

Association: _____ Level: _____ Year: _____

Association: _____ Level: _____ Year: _____

What is your coaching philosophy? (Attach sheet if necessary) _____

What is the anticipated role of your coaching staff and manager? _____

What are your team initiatives, objectives and goals? _____

What would be some of your anticipated tournaments? _____

Have you ever gone before a District Council for a hearing? _____ If so, explain why:

Who would you like as Assistant Coaches? _____

Manager? _____

Are there any days or times that restrict you from practices or games?

As Franchise Holder / Head Coach, it is understood that:

1. I am responsible for ALL activities of my team and members of my coaching staff.
2. A team checking account must be opened and maintained in the team name. And, that I am ultimately responsible for the use and management of those funds.
3. All team records MUST be made available upon request to any team parent, the Division Director, or, the Mt. Clemens Hockey Association Board of Directors.
4. A monthly financial report will be filed by the 10th of the month with the Division Director at the time of each monthly ice payment and distributed to the players' parents.
5. Ensure that payment is made on time for all ice time, registration fees, and other financial obligations of the team to the Mt. Clemens Hockey Association.
6. All Franchise Holders and Coaching Staffs are required to be knowledgeable of, and abide by, ALL USA Hockey, MAHA, LCAHL & MCHA rules.
7. Mt. Clemens Hockey Association promotes:
 - a. Equal participation for all athletes.
 - b. Basic hockey skills for instruction.
 - c. Recreational team play for fun.
 - d. Self-confidence and team spirit.
 - e. Fair play and good sportsmanship.

f. Balanced teams picked from rated drafts.

As a Franchise Holder, I agree, along with my team, to support and participate in ALL ACTIVITIES of the Mt. Clemens Hockey Association. I understand that the Head Coach and ALL of the Assistant Coaches must have completed the appropriate USA Hockey Coaching Clinics for the age group they're coaching. This information is available at WWW.MAHA.ORG. The cost of this training is the responsibility of the individual team or participants in the clinic.

I further understand that youth hockey, especially at the House level, is supposed to be a pleasant experience for all involved. I will consider it my own responsibility to ensure that all players & parents on my team, those on other teams we play against, and officials that my team comes in contact with are treated with respect.

I hereby agree to follow the points listed above and understand that any falsification of information to follow on this application, or failure to adhere to the above mentioned conditions could be cause for immediate suspension or dismissal.

I understand that completing a coaching application with the Mt. Clemens Hockey Association does not guarantee me a position with the Mt. Clemens Hockey Association.

I hereby certify that the above information to true and correct.

Applicant Signature

Date

MCHA Board Approval

Signature

Date

Applications must be postmarked by May 21, 2009. Mail to MCHA, P. O. Box 49609, Mt. Clemens, MI 48046-6909