



**NAHC TEAM ONTARIO**  
**-BENCH STAFF APPLICATIONS-**  
**2022 NATIONAL ABORIGINAL HOCKEY CHAMPIONSHIPS (NAHC)**  
**Application Closing Date: December 20<sup>th</sup>, 2021, at 11:59PM EST.**

### CALL-OUT FOR MANAGERS AND SCOUTS

Indigenous Sport and Wellness Ontario (ISWO) is now accepting applications for volunteer **General Managers and Scouts**. These positions will lead and assist the Male and Female Divisions of Team Ontario to compete at the 2022 National Aboriginal Hockey Championships (NAHC). In total, ISWO will take two teams to represent Team Ontario at this Hockey Canada sanctioned event which will be held Membertou, Nova Scotia, from May 7<sup>th</sup> - 14<sup>th</sup>, 2022.

### OVERVIEW

The NAHC serves as a premier event that annually showcases elite minor level Indigenous hockey players from across Canada. The NAHC are designed as an elite, all-star format where the best hockey players are selected to compete on behalf of their respective province/territory. This event is inclusive, meaning anyone of Indigenous ancestry, including First Nations – Status and non-Status, Inuit, and Métis, are eligible to compete.

On October 27, 2021, the Aboriginal Sport Circle (ASC) announced that Membertou, Nova Scotia, will be the host for the 2022 NAHC. The event will take place from May 7<sup>th</sup> - May 14<sup>th</sup>, 2022, at the Membertou Sport and Wellness Centre with over 500 participants expected to be in attendance. Membertou has a long history of hosting national level events, including the 2018 NAHC.

### APPLICATION PROCESS

1. Download and fill in an application. Forms can be completed electronically or printed and filled in by hand. Completed applications can be submitted through:
  - a. Email: [Team.Ontario@iswo.ca](mailto:Team.Ontario@iswo.ca) (preferred method); or
  - b. Fax: **905-412-0325**

Please include the subject line *Application for 2022 NAHC Bench Staff*. Applications must be received no later than **11:59 pm EST on December 20<sup>th</sup>, 2021** to be considered.

2. Eligible candidates may be asked to have an in-person, online and/or phone interview.
3. Forms will remain open until positions are filled. All applications will be considered; however, Coaches of Indigenous descent (First Nation, Inuit, and Métis) are preferred.

| 2021-22 DATES     | MILESTONES (Dates may change without notice)                                 |
|-------------------|--|
| NOV 30, 2021      | NAHC Team Ontario Staffing Applications Opens                                |
| DEC 13, 2021      | Applications for General Managers and Scouts due by 11:59pm EST              |
| JAN 03, 2022      | Applications for Coaches and Trainers due by 11:59pm EST                     |
| JAN 17 – 22, 2022 | NAHC Team Ontario Staffing Selections to be announced by ISWO                |
| JAN – MAR, 2022   | NAHC Team Ontario Try Outs and Scouting Attendance at Events - Locations TBA |
| MAR 25, 2022      | Applications for Chaperones and Support Staff due by 11:59pm EST             |
| MAY 7 - 14, 2022  | NATIONAL ABORIGINAL HOCKEY CHAMPIONSHIPS 2022 – MEMBERTOU, NOVA SCOTIA.      |

### GENERAL MANAGER(S)

The General Manager (GM or Manager), with the support of ISWO Staff, will be responsible for the overall preparation and management of their designated team(s) for NAHC. Reporting to ISWO, they will lead the development of the team and ensure that operations run smoothly. They will be involved with selecting bench staff, and planning and coordinating try outs and team development activities, among other duties. The GM should have an understanding of coaching competencies and/or skills required to participate in high level hockey competition, and have experience managing and preparing teams for a championships. In return, ISWO will provide a one time honorarium, cover travel, accommodation and meals to and from events, and provide Team Ontario apparel.

- Assist in evaluating, recruiting, and selecting players.
- Attend try outs and Athlete ID events to assist in athlete recruitment.
- Assist in the process of selecting team staff (Coaches, Assistant Coaches, and Trainer) including drafting roles and responsibilities and conducting interviews.
- In collaboration with ISWO, develop the budget for NAHC, which includes but not limited to travel, accommodations, food services, equipment and apparel.
- Responsible for all necessary preparation before, during and after the event.
- In collaboration with Coaching staff, responsible for all team communications and necessary paperwork.
- Support the planning and coordination of all off-ice hockey activities.
- In cooperation with the Coaching staff and Chaperones, is responsible for the supervision of the players at all times during team activities.
- Along with the Coaching staff and Chaperones, is responsible explaining and enforcing safety rules and regulations.
- Works to motivate and support the players to achieve team goals and objectives.
- Ongoing communication with Team Ontario coaches, trainers, parents/guardians, players and ISWO.
- Any other duties assigned includes fundraising.

### SCOUTS

Working in collaboration with the GM, Coaches and ISWO Staff, Scouts will be responsible for player evaluations and identifying possible recruits. They will actively seek, research, and recommend potential Team Ontario hockey players, and attend events to assess them, among other duties. Scouts should have an understanding of coaching competencies and/or skills required to participate in high level hockey competition. ISWO will cover travel, accommodation and meals to and from events, and provide Team Ontario apparel.

- Assist the Selection Committee, Team Ontario Management, and Coaches with player selections.
- Assist in the assessment athletic skills (skating, fundamental skill sets, character, game sense, hockey sense).
- Assist in identifying talented players from indigenous hockey tournaments, mainstream sport leagues, athlete ID camps NAHC team Ontario tryouts, or more.
- Willing to attend 50% of the necessary timelines that may require travel to regional events (i.e., athlete identifiers, tryouts) to observe athletes in tournament game play.
- Discusses relevant information with any coaches, teachers, family members to compile and submit along with assessments to the appropriate coaching staff and/or management.
- In cooperation with the Coaching staff and Management, is responsible for creating evaluation templates.
- Analyze and research existing leagues and academies as it relates to player recruitment, as well as the promotion of the NAHC and Indigenous Team Ontario.

**INDIGENOUS SPORT AND WELLNESS ONTARIO**  
**2022 NATIONAL ABORIGINAL HOCKEY CHAMPIONSHIPS (NAHC) APPLICATION FORM**

**Application Closing Date: December 20<sup>th</sup>, 2021, at 11:59PM EST.**

**A. PERSONAL INFORMATION**

|  |                          |                              |              |       |                          |
|--|--------------------------|------------------------------|--------------|-------|--------------------------|
| <b>First Name</b>  |                          |                              |              |       |                          |
| <b>Last Name</b>   |                          |                              |              |       |                          |
| <b>Preferred Name</b>  |                          |                              |              |       |                          |
| <b>Middle Name</b>   |                          | <b>Middle Initial(s)</b>     |              |       |                          |
| <b>Preferred Gender Pronoun</b>  | They                     | He                           | She          | Ze    | None Preferred<br>Other: |
| <b>Ethnicity</b>   | First Nation<br>(Status) | First Nation<br>(Non-Status) | Métis Status | Inuit | Non-Native               |
| <b>Status # (If Applicable)</b>  |                          |                              |              |       |                          |
| <b>ALL APPLICATIONS WILL BE CONSIDERED; HOWEVER, COACHES OF INDIGENOUS DESCENT ARE PREFERRED</b> |                          |                              |              |       |                          |
| <b>Mailing Address (Street)</b>  |                          |                              |              |       |                          |
| <b>City/Town</b>   |                          | <b>Province</b>              |              |       |                          |
| <b>Postal/Zip Code</b>   |                          | <b>Country</b>               |              |       |                          |
| <b>Community/Bands Represented</b>   |                          |                              |              |       |                          |
| <b>Phone # (Primary)</b>   |                          | <b>Phone # (Secondary)</b>   |              |       |                          |
| <b>Email</b>   |                          |                              |              |       |                          |
| <b>Health Card # (10 Digits and Version Code (two letters), If Applicable)</b>                   |                          |                              |              |       |                          |
| <b>Date of Birth (dd/mm/yyyy)</b>  |                          | <b>Current Age:</b>          |              |       |                          |

**B. POSITION PREFERENCE(S) – IDENTIFY WHAT YOU ARE APPLYING FOR** \*Team staff cannot oversee athletes of kin without first obtaining the NCCP competition high performance 1 certification (with exceptions of chaperones).

|       |                 |
|-------|-----------------|
| Scout | General Manager |
|-------|-----------------|

For planning purposes, please include any concerns or known dates that you may be unavailable to perform any general roles & responsibilities for this position in the space provided below. Note that Managers must be available for the week of NAHC (May 7<sup>th</sup> – 14<sup>th</sup>).

| <b>MANAGER PREFERENCE(S) – CATEGORIES YOU ARE INTERESTED IN VOLUNTEERING FOR</b>   |                                       |  |  |   |
|--|---------------------------------------|--|--|---|
| <b>2022 NAHC - TEAM ONTARIO</b>  |                                       |  |  |   |
| <b>FEMALE</b>  |                                       |  | <b>MALE</b>  |   |
| <b>Assets of Eligibility (Managers)</b><br><br><b>Please check all that apply:</b> | Making Ethical Decisions (MED) Module | MED Online Evaluation                      | Making Headway in Sport  | Sport-Specific NCCP Certification(s)          |
|  | Aboriginal Coaching Module            | Respect in Sport – Activity Leader Program | Age of 23+ Upon Application Submission   | Valid Driver's License                        |
|  | Respectable Character                 | Standard CPR/ First Aid                    | Able to stand, walk or wheel for an extensive duration of time and/or distance | Other:<br>Details provided within application |

| <b>SCOUT PREFERENCE(S) – CATEGORIES YOU ARE INTERESTED IN VOLUNTEERING FOR</b>  |               |           |         |           |           |
|---|---------------|-----------|---------|-----------|-----------|
| Review the tables below. Please identify which <a href="#">regions</a> in which you would be able to support with player recruitment and evaluations. |               |           |         |           |           |
| Northwest   | North Central | Northeast | Central | Southwest | Southeast |
|   |               |           |         |           |           |

### **C. RELEVANT EXPERIENCE**

|               |  |
|---------------|--|
| <b>NCCP#:</b> |  |
|---------------|--|

Please tell us about your experience related to the position you are applying for (Manager or Scout).

List any relative course(s) or certification(s) obtained in a listing by title and date obtained.

| <i>Courses or Certifications</i> | <i>Date Obtained</i> |
|----------------------------------|----------------------|
|                                  |                      |
|                                  |                      |
|                                  |                      |
|                                  |                      |
|                                  |                      |
|                                  |                      |
|                                  |                      |
|                                  |                      |

**Professional Development:** List any leadership education, professional development, or other relative opportunities in which you may be interested in taking. (I.e - Apprenticeships, Certifications, Conferences, Training; Sport-specific/multi-sport, etc.)

|  |
|--|
|  |
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**D. REFERENCES**

Please list two references: 1) from either a league, club, or organization and 2) from a parent/guardian or community member to verify your skills and abilities. Please note family & ISWO staff are not eligible references.

| Reference #1  |  |                     |  |
|---|--|---------------------|--|
| First Name  |  | Last Name           |  |
| Relation to the applicant (Previous Manager, Colleague, etc.) |  |                     |  |
| Primary Phone #   |  | Alternative Phone # |  |
| Email Address   |  |                     |  |

| Reference #2  |  |                     |  |
|---|--|---------------------|--|
| First Name  |  | Last Name           |  |
| Relation to the applicant (Previous Manager, Colleague, etc.) |  |                     |  |
| Primary Phone #   |  | Alternative Phone # |  |
| Email Address   |  |                     |  |

**POLICE REFERENCE**

Please provide the name and address of your local police station that corresponds with information from two pieces of accepted valid identification (i.e. - driver’s license, status card, birth certificate). This information may be used in the future for a letter that may be provided to obtain reference checks as the requesting organization.

|                          |  |          |  |
|--------------------------|--|----------|--|
| Name of Police Station   |  |          |  |
| Mailing Address (Street) |  |          |  |
| City/Town                |  | Province |  |
| Postal/Zip Code          |  | Country  |  |
| Phone #                  |  |          |  |

### E. EMERGENCY DETAILS – IN THE EVENT OF AN EMERGENCY

|   |  |                     |  |
|---|--|---------------------|--|
| Health Card # (10 Digits and Version Code (two letters), If Applicable) |  |                     |  |
| Date of Birth (dd/mm/yyyy)  |  | Current Age:        |  |
| Medical, Allergy and Food Considerations (If Applicable):               |  |                     |  |
| <b>EMERGENCY CONTACT</b>  |  |                     |  |
| Full Name:  |  |                     |  |
| Relation to Applicant   |  |                     |  |
| Primary Phone #   |  | Alternative Phone # |  |
| Email Address   |  |                     |  |

If more space is needed, please attach additional pages to your application package and check the box.

### F. DECLARATION – STATEMENT OF UNDERSTANDING

I understand and agree that submitting this application form does not automatically register me for a volunteer Team Staff position, and that there are certain qualifications I must meet. By submitting this form, I attest that the information I have provided is true and accurate. If selected, I will provide ISWO with the appropriate reference and police checks requested. I am aware that this application submission is for purposes of my possible participation in a quality sport leadership position during National Aboriginal Hockey Championships which will take place in Membertou, Halifax from May 7<sup>th</sup> - 14<sup>th</sup>, 2022.

\_\_\_\_\_  
Name of Applicant (Printed)

\_\_\_\_\_  
Signature of Applicant

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
      dd      mm      yyyy