



GRAND VALLEY AMATEUR HOCKEY ASSOCIATION

8500 48th Ave Hudsonville, Mi 49426

The Grand Valley Amateur Hockey Association (“GVAHA” or “Association”) provides hockey players of all ages a safe place to get physically active, make connections with their peers and develop into high quality hockey players. GVAHA offers hockey programs for all ages and abilities starting at Learn to Skate, all the way up through Midget hockey. GVAHA has grown significantly over the last several years and proves to offer competitive hockey and development of its coaches and players.

GVAHA is seeking a Co-Hockey Director to continue to support its development and growth. This role is a paid Co-Director role. Job duties will include, but not be limited to, the following:

1. Direct the coaches and players that are part of the Association and coordinate all hockey-related aspects of the Association, including on-ice instruction. The direction of GVAHA will be reflected by the decisions made by its Hockey Directors. This requires a person that is willing to put the hours in at the rink and away from the rink to make sure our program is growing and players and coaches are developing.
2. The Co-Hockey Director will work with and report directly to GVAHA's Board of Directors, and shall undertake the following duties:
 - a. The Co-Hockey Director will attend all Board meetings to report on the state of the Association. The role of Co-Hockey Director is a Co-Director role requiring a Co-Hockey Director to communicate and work in tandem with the Association's other Co-Director.
 - b. The Co-Hockey Director will serve as the Association Registrar, and be responsible for registering players and ensuring completion and certification of team rosters. The Co-Hockey Director will be the Association's ACE and STAR director.
 - c. The Co-Hockey Director will be responsible for collecting and reviewing coaching applications and providing to the Board a list of recommended coaches for each team within the organization, both travel and house, which must be approved by the Board.
 - d. The Co-Hockey Director will be the primary point of contact for any coaching and player issues that arise and shall serve on the Association's Disciplinary Committee.
 - e. The Co-Hockey Director will schedule ice time with the relevant rink management for all GVAHA programs and help to facilitate exchanges of ice time.
3. The Co-Hockey Director will ensure the success and growth of the program, including undertaking the following duties:
 - a. The Co-Hockey Director will organize and coordinate coaching clinics, and will attend (or ensure attendance at) ACE and STAR meetings and communicate necessary information to the Board and coaches.
 - b. The Co-Hockey Director will help organize and oversee both player and coaching development opportunities that are organized and run by GVAHA coaching staff.
 - c. The Co-Hockey Director will coordinate house evaluation skates, team drafts, and parent meetings, and serve as the primary point of contact for house and travel hockey policies and issues that may arise.
 - d. The Co-Hockey Director will coordinate all aspects of the Association's Learn to Skate, Learn to Play, 6U Cross Ice, and 8U Mite programs. This will include being on ice, developing practice plans, assisting coaches to understand each drill and practice as a whole, and ensuring the coach-to-player ratio is sufficient.

Preferred Job Qualifications:

1. Hockey playing and coaching experience;
2. Level 4 coaching certification or higher;
3. Excellent communication skills, including public speaking;
4. Capable of working evenings and weekends;
5. Able to pass USA hockey background check; and
6. SafeSport certified.

Interested applicants should complete the attached Job Application Form and submit it by email to hockey@gvaha.org with a copy to president@gvaha.org. All applications must be received by November 25, 2024.



GRAND VALLEY AMATEUR HOCKEY ASSOCIATION

8500 48th Ave Hudsonville, Mi 49426

Job Application Form – GVAHA Co-Hockey Director

Instructions: Print clearly in black or blue ink. Answer all questions. Sign and date the form.

PERSONAL INFORMATION:

First Name _____

Middle Name _____

Last Name _____

Street Address

City, State, Zip Code

Phone Number

(____) _____

Are you eligible to work in the United States?

Yes _____ No _____

Have you been convicted of or pleaded no contest to a felony within the last five years?

Yes _____ No _____

If yes, please explain: _____



GRAND VALLEY AMATEUR HOCKEY ASSOCIATION

8500 48th Ave Hudsonville, Mi 49426

POSITION/AVAILABILITY:

Days/Hours Available for Work:

Monday (Y/N) ____ Hours available: ____
Tuesday (Y/N) ____ Hours available: ____
Wednesday (Y/N) ____ Hours available: ____
Thursday (Y/N) ____ Hours available: ____
Friday (Y/N) ____ Hours available: ____
Saturday (Y/N) ____ Hours available: ____
Sunday (Y/N) ____ Hours available: ____

What date are you available to start work?

EDUCATION:

Name and Address Of School - Degree/Diploma - Graduation Date

Skills and Qualifications: Please list any Licenses, Skills, Training, Awards relevant to coaching, in general, and hockey training, more specifically.

EMPLOYMENT HISTORY:

Present Or Last Position:

Employer: _____

Address: _____



GRAND VALLEY AMATEUR HOCKEY ASSOCIATION

8500 48th Ave Hudsonville, Mi 49426

Supervisor: _____

Phone: _____

Email: _____

Position Title: _____

From: _____ To: _____

Responsibilities: _____

=====

Previous Position:

Employer: _____

Address: _____

Supervisor: _____

Phone: _____

Email: _____

Position Title: _____

From: _____ To: _____

Responsibilities: _____

May We Contact Your Present Employer?

Yes _____ No _____



GRAND VALLEY AMATEUR HOCKEY ASSOCIATION

8500 48th Ave Hudsonville, Mi 49426

References (Please provide three references as to character and/or work performance):

Name/Title Address Phone

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

Signature_____

Date_____