



18 June 2024

VALLEY JETS REGIONAL U13AAA TERMS OF REFERENCE

1) Mission:

- a) To establish a committee, that offers fair and equitable representation from each of the 4x MHAs.
- b) To provide a “two-way” communications conduit, between the HOST MHA and remaining MHAs, regional Valley Jets U13AAA program.

2) Responsible to:

- a) Acadia Minor Hockey President
- b) Clare Digby Minor Hockey President
- c) West Hants Minor Hockey President
- d) Western Valley Minor Hockey President

3) Mandate:

- a) Committee will review decisions pertaining to the evaluation and coach selection processes
- b) The HOST MHA will be responsible for all day-to-day operations of the team.

4) Committee Composition:

- a) Committee Chair from HOST Association
- b) Representative from AMHA
- c) Representative from CDMHA
- d) Representative from WHMHA
- e) Representative from WVMHA

5) Membership:

- a) The representative will be appointed by their respective MHA President or designate
- b) A parent or immediate family member of a U13 aged player **SHALL NOT** be appointed to the committee
- c) If at any time a committee member is found to be in conflict of interest with players or bench staff, that member will be removed immediately until further review

6) Term of Office:

- a) 1 year

7) Meetings:

- a) The committee shall meet as required by the committee chair

- b) Committee representatives shall make all valent attempts to attend meetings in person to ensure their MHA is effectively represented
- c) Representatives are expected to report back to their respective MHAs
- d) Committee chair will report directly to MHA Presidents

8) Coach Selection:

- a) Head Coach, committee recommended from the Interview Process, (*in the event of "two or more" equally qualified applicants, consideration may be given too, non-parent coaches, host association coach in good standing*)
- b) 2 X bench staff as agreed upon by participating MHA's (*committee*)
- c) 2 X other bench staff, recommended by Head Coach, approved by Host
- d) Any changes or request to alter the bench staff composition must be approved by the HNSMC through the RD and Conference Coordinator
- e) Coach interview process to be determined by the host MHA and reviewed by the committee for finalization. The coaching interview process will consist of this committee or their designates

9) Ice Scheduling:

- a) To be coordinated by Host MHA Ice Coord

10) Player Evaluation:

- a) Process to be determined by Host MHA Hockey Operations Committee
- b) Reference to previous U13AAA host associations evaluation structure will be in effect
- c) Host MHA Hockey Operations Chair or Designate will execute and oversee all aspects of the process
- d) Third party evaluators, Host MHA's choosing
- e) 1 X evaluator AMHA
- f) 1 X evaluator CDMHA
- g) 1 X evaluator WHMHA
- h) 1 X evaluator WVMHA
- i) ** Perspective evaluators must have no conflict of interest and be approved by host MHA after appointed by respective MHA Board

11) Risk Management:

- a) To be reported to Head Coach, and appropriately reassigned by Host HMA to an unbiased MHA's Risk Management team or HNS

12) Registration:

- a) Player registration for evaluations through Host MHA
- b) Player registration for U13AAA season through Host MHA via respective MHA Gray Jay
- c) Responsibility of parent MHAs to forward evaluation and registration funds to Host MHA, where applicable