

Team Position Descriptions & Required Certifications

Important Note: Any team staff that does not have their required certifications completed by **December 1st** will automatically be suspended by Hockey Nova Scotia. This means that you cannot be on the ice or fulfill your duties until ALL certifications are completed.

If you were removed from the ice last season and did not complete your certifications you are not permitted to return to the ice this current season until ALL certifications are completed.

Bench Staff refers to Head Coach, Assistant Coach, or Trainer. Members of the bench staff must be at least 16 years of age.

On-Ice Helper refers to registered players that help with younger age groups on the ice. These players are not required to be on the team list; however, they are not permitted on the bench during games.

Trainers are not permitted on the ice for practice other than to attend to an injured player. Teams may list more than one (1) trainer although only one (1) trainer is permitted on the bench in any game.

QuickStart / IP / U9

Team	Head Coach	Assistant Coach	Manager	Room Supervisor
Coach 1	*	*		
Hockey Canada Safety (Q3Y)	At least one on-ice volunteer is required to have			
CRC/VSC (Q3Y)	*	*	*	*
The Shift Forward	*	*	*	*
Emergency First Aid	At least one on-ice volunteer is required to have			
CPR Level C & AED	At least one on-ice volunteer is required to have			

U11 / U13 / U15 / U18 Teams (see exceptions below)

	Head Coach	Assistant Coach	Trainer	Manager	Room Supervisor
Coach 2	*	*			
Hockey Canada Safety (Q3Y)	*	*	*	*	
CRC/VSC (Q3Y)	*	*	*	*	*
The Shift Forward	*	*	*	*	*
Emergency First Aid	At least one approved bench staff is required to have				
CPR Level C & AED	At least one approved bench staff is required to have				

U13AAA / U15AA

	Head Coach	Assistant Coach	Trainer	Manager	Room Supervisor
Development 1	*				
Coach 2		*			
Hockey Canada Safety (Q3Y)	*	*	*	*	
CRC/VSC (Q3Y)	*	*	*	*	*
The Shift Forward	*	*	*	*	*
Emergency First Aid	At least one approved bench staff is required to have				
CPR Level C & AED	At least one approved bench staff is required to have				

How to get certified:

- **Coaching Courses (Coach 1, Coach 2, Development 1)**

To register for either of these courses you must first be rostered with an Acadia Minor Hockey team. These courses do not expire.

In alignment with Hockey Canada's coaching standards, U13AAA and U15AA Head Coaches require Development 1.

<https://register.hockeycanada.ca/clinics>

- **Hockey Canada Safety**

This course is valid for three seasons.

<https://register.hockeycanada.ca/clinics>

- **Criminal Record Check / Vulnerable Sector Check (CRC/VSC)**

Valid for 3 years. Please check your Hockey Canada account or contact Risk Management Chair to confirm checks are up to date.

Please print letter and submit to your local detachment. Once you have your CRC/VSC completed, please email a copy to Risk Management Chair at jill.sanford@outlook.com

Submitted CRC/VSC must be dated no later than May 1 of current year to be approved/accepted by HNS.

- **The Shift Forward**

Replacing Respect in Sport, effective June 25, 2025.

Players, coaches, rostered staff, parents/guardians, and officials will have different mandatory courses required from The Shift Forward: Evolving Hockey Culture. As the next phase of the program is being developed, more information will be shared at a later date.

In an effort to support a successful transition to The Shift Forward, Hockey Canada will continue to recognize existing training as an equivalent as part of a multi-year phase before all participants engaging with hockey will be required to participate in the national education and training courses.

<https://register.hockeycanada.ca/clinics>

- **Emergency First Aid / CPR Level C / AED Training**

Emergency First Aid, CPR Level C, and AED certification remains effective with HNS until the conclusion of the hockey year coinciding with its expiration. For example, if your certification expires in 2026 it will be honored until the end of the end of the 2025/26 season.

Certification must be sent to info@hockeynovascotia.ca.
Please include your full name, hockey association, and date of birth in your email.

FEES

Only **approved** rostered coaches, assistant coaches, managers, and trainers will be reimbursed following the December 1st deadline.

Must complete reimbursement google form on AMHA website.

- Coach 1 - \$75
- Coach 2 - \$75
- Development 1 \$125
- Hockey Canada Safety - \$50
- The Shift Forward - \$25, paid directly to Hockey Nova Scotia. *Does not qualify for reimbursement.*