



# Lakewood Soccer Association

## **Lakewood Mission Statement:**

*Provide a quality soccer program for player and coach development.*

## **Lakewood Vision:**

*Create a fun environment for players to learn the game of soccer.*

## **Lakewood Values:**

*Provide a positive sport experience for all players and coaches with the emphasis on fundamental skill development.*

*Strive to be open and transparent in all of our interactions.*

## **Lakewood Coaching Committee Terms of Reference**

### ***Membership***

- Comprised of not fewer than four members and not more than seven members; may include up to three members who are not Directors. 50% of the members must be Directors.
- Committee members determined by the Board, as soon as is practical following the Annual General Meeting of the Association. The Board will determine the Coaching Coordinator. Committees' term to end at the close of the next Annual General Meeting.
- The Lakewood Coaching Coordinator shall be the chair of the committee.
- Committee members should possess an understanding of the committee's terms of reference.

### ***Role of the Committee***

- Surveys the previous season's coaches to solicit coaches for the new season.
- Surveys the player registration database to analyze all parents that volunteered for coaching positions.
- Reviews results of previous season coach evaluations.

### ***Responsibilities of the Committee***

- Selects head coaches for all Lakewood teams:
  - Selection criteria to include certification level including MED to match age group being coached
  - Selection criteria to favour like-gender coaches for all teams
  - Selection criteria to favour non-parent coaches for all teams
  - Head coaches to obtain proper certification before being selected for a second coaching term
- Verifies certification levels of all potential coaches including MED.
- Verifies RIS and criminal record checks for all potential coaches, assistant coaches and managers.
- Make sure all coaches, assistant coaches and managers are registered in GoalLine. This includes anybody sitting on the bench during games including "fill-in coaches" and "bench parents".
- Applies for any grants available for coaching support (SYSI, SSA, CSA, etc.).
- Handles all reimbursements for coaching expenses (clinics, other).
- Develop and administer the Coach Appreciation Program.

### ***Procedures***

- Meetings of the committee will be called by the committee chair or designate.
- In the chair's absence or inability to act, one of the other committee members to serve as chair.
- Quorum to be a majority of the members of the committee.
- Decisions to be made by majority vote with the chair having a deciding vote in the event of a tie.
- Minutes of meetings to be taken and made available at the next meeting of the Board.

If you have questions about the coaching committee contact the Lakewood Coaching Coordinator at [coaching@lakewoodsoccer.com](mailto:coaching@lakewoodsoccer.com)