

**Position Description
Minnesota Hockey
District ACE Coordinator**



SUMMARY:

The District ACE Coordinator is responsible for the implementation of the Minnesota Hockey Hockey Education Program (HEP) and the USA Hockey Association Coaching Education (ACE) programs through the Association ACE Coordinators in their District. The objective is successful implementation of parent and coach education and player skill development at the local hockey association level.

This volunteer position is appointed by the District Director. Reporting to the Minnesota Hockey ACE Coordinator and the District Director.

RESPONSIBILITIES:

1. Provide leadership, organization and training to the District ACE Coordinators to implement the HEP and ACE programs.
 - a. Train and assist Association ACE Coordinators with implementation of HEP and ACE programs.
 - b. Work with Association ACE Coordinators to establish the following HEP/ACE initiatives at the local hockey association
 - i. HEP training for parents and coaches
 - ii. Player skill development through HEP "Skill Challenge Program", USAH skill development and cross-ice programs and local skill development sessions.
 - iii. CEP Training and certification requirements
 - iv. Achieving HEP practice to game ratios
 - v. Local association skill development training sessions for coaches
 - vi. Coach mentoring
 - vii. Coaching resource library
 - viii. Dissemination of MN Hockey training materials to coaches
2. Member of the District Board
 - a. Attends District meetings
 - b. Reports on HEP and ACE initiatives
3. Receives direction from Minnesota Hockey ACE Coordinator

QUALIFICATIONS:

1. Organization, planning and execution skills
2. Communication and teaching skills
3. Coaching background (Level 3 or 4 CEP certification suggested)
4. Time commitment 4 to 6 hours per week during season