



# INFORMATION BULLETIN

Bulletin No: 18-16

Date: June 25, 2019

## LMHA Safety Lead Position

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As announced during Spring Regional Meetings, Hockey Alberta is introducing the Safety Lead position for Local Minor Hockey Associations.

The position is not mandatory, but it is strongly recommended that each association identify one person for this role to help ensure that all minor hockey participants are provided with safe and fun environment.

Key responsibilities of the Safety Lead include:

- Serving as a direct contact with Hockey Alberta to share safety-related information within his/her association and provide feedback at the grassroots level;
- Being a champion of participant safety and risk management within his/her local association; and
- Ensuring specific safety initiatives are being completed,

While the ideal candidate will have a background in health care, the most important characteristics for this position are a passion for safety in the game, the ability to communicate effectively, and strong organizational skills. A full job description for this position is included with this Bulletin.

Hockey Alberta is holding a training workshop on Saturday, September 7 at the Hockey Alberta office in Red Deer for all volunteers who have been identified as the Safety Lead for their association. This full day session will focus on being successful in the role, specific safety related practices and initiatives, and networking to discuss safety at the grassroots level.

To register your association's Safety Lead for the training workshop, please complete the online registration form:

[REGISTER NOW >](#)

As well, please ensure the contact information for your Safety Lead has been added/updated under Requested Contacts in Hockey Alberta's Centre Ice Portal.

[LOGIN TO CENTRE ICE PORTAL >](#)

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For more information, please contact:

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## Minor Hockey Association Safety Lead Position Description

<b>Position</b>	Minor Hockey Association Safety Lead
<b>Supports</b>	All Team Safety Leads

### **Position Purpose**

1. Provide a resource to all Team Safety Personnel within your Minor Hockey Association
2. Work with Hockey Alberta to build a comprehensive Safety Program that works for your local Minor Hockey Association
3. Improve the overall Safety of the players.

### **Duties and Responsibilities**

- Build or enhance concussion protocol
- Build or enhance Return to Play (RTP) protocol
- Collect and review all RTP
- Ensure each team has collected Medical Information files
- Ensure each team has a stocked First Aid kit
- Ensure each team has an Emergency Action Plan
- Help teams and/or parents complete Hockey Canada Injury Report
- Coordinate a First Aid course if MHA has a demand
- Host a Team Safety Lead meeting at least once per season

### **Qualifications**

While the ideal candidate will have a background in health care, the minimum qualifications would include:

- Successful completion of Hockey Canada's Online Safety Program
- Successful completion of Respect in Sport Activity Leader Program
- Passionate about improving Safety in hockey
- Strong communication skills
- Strong organizational skills

### **Hockey Alberta provides:**

- Resources to help build:
  - Concussion protocol
  - Return to Play protocol
  - Medical Information Sheets
  - First Aid kit items list
  - Emergency Action Plan outline
- How to information for Hockey Canada Injury Report
- Information on booking St John Ambulance for a First Aid course (and discount code)
- PowerPoint for Team Safety Lead meeting
- Opportunity to attend and/or host the Hockey Alberta Concussion Presentation
- In-person meeting September 7 in Red Deer, to help get you started and network.