



LETTER OF EXPECTATIONS

Parties: This document, called a Letter of Expectations (LOE), is between the District Minor Hockey Association Chairperson and the District Referee In Chief (RIC).

Duration: The LOE shall be respected for the 2009-2010 hockey season.

Background: The Ottawa and District Minor Hockey Association (ODMHA) has over the years developed programs and initiatives for the recruiting, development and retention of officials. As well, the ODMHA is part of the Ottawa and District Hockey Association (ODHA) and we are included within Hockey Canada. As such, officials intending to work minor hockey in this District must be certified each season with Hockey Canada through ODMHA programs. As Chairperson for this District I would like to document expectations for the upcoming season so there is a clear understanding of your role as District RIC.

RIC Expectations:

1. The RIC will be a member in good standing as an official with the ODMHA.
2. The RIC will attend at all District meetings as a non-voting member.
3. The RIC will create an Executive and preside over all District Officiating Program Executive Committee Meetings and RIC General Meetings.
4. The RIC will appoint an assignor and will ensure games are distributed in a fair and equitable manner to officials working in the District. Assignments are based on merit, availability and geographic location.
5. The RIC will provide reports to the District Executive and ODMHA RIC as required on matters pertaining to the good governance and efficiency of the District OP.
6. The RIC will prepare an annual report for the District to be included in the District Annual General Meeting.
7. The RIC will be accountable for all financial matters within the District OP including payment to officials in a timely and reasonable fashion.
8. The RIC will be prepared to be a lead in recruiting new officials and instructing them on District policies and procedures as well as preparing them for certification with HC clinics.
9. The RIC will provide to the District by September 30 a master listing of all referees that are eligible to officiate District hockey.
10. The RIC will implement procedures to monitor officials and make adjustments to the master listing as required.
11. The RIC will ensure every official working District minor hockey is supervised at least once over the course of the season. The RIC will also endeavour to have completed a reasonable number of supervisions in total with the principle in mind that quality is better than quantity.
12. The RIC will ensure every new official working District minor hockey will participate in the ODMHA OP Quiz Program for their own personal learning which in turn will benefit their development and improve the officiating in the District.
13. The RIC will ensure every new official will have a mentor assigned to that official in compliance with the ODMHA OP mentorship program.



14. The District will only accept complaints about officiating in writing. Should the complaint be supported it will be forwarded to the RIC and a response in writing will be expected within a reasonable period of time.
15. The RIC or designate will attend the ODMHA OP meetings and will provide the ODMHA RIC with an annual report to be tabled at the ODMHA Annual General Meeting.
16. The RIC will provide a contact list of the District OP Executive and/or Associations to the ODMHA RIC for the purposes of communicating information on ODMHA/ODHA initiatives and programs.
17. The RIC will support the development of District officials in good standing ensuring they receive fair opportunities to work at higher levels of hockey assigned by the ODMHA and ODHA.
18. The RIC will be subject to removal by the District Chairperson if these expectations are not met.

Agreed this ___ day of _____, 2009.

Signed at the _____ of _____

in the Province of Ontario.

Chairperson

Referee In Chief