

LMHA REP EVALUATIONS VOLUNTEER EXPECTATIONS



In order to run our evaluations, we need the support of the membership. You will be invited to sign up for a duty on the schedule and you will be responsible to work your time slot. If you are unable to attend, please arrange to have someone there in your place. Your player may be pulled from the ice if your assigned volunteer slot is not filled. These shifts do count towards your Volunteer Bond hours! Please note that volunteers must wear a mask at all times.

****Please arrive 10 minutes prior to the start of your shift and check-in with the Division Manager to receive your instructions and identification badge.***

****The check-in table will be located under the covered area of the parking lot across from the main entrance to Sportsplex. Please respect COVID-19 protocol.***

DRESSING ROOM MONITORS

It is the responsibility of the volunteers assigned to Dressing Room duty to monitor players before and after each ice time as per the BC Hockey Two-Deep Method. The volunteers are required to be in the dressing room 30-minutes prior to the start of the session and stay until the players leave to head onto the ice. At the end of the ice time, you will be required to monitor the room until the last player leaves. Please keep in mind that it will be primarily boys in the dressing room (girls have a designated area to get dressed). Players should be supervised at all times. A lone volunteer should never be in the dressing room with players at any time, and especially when they are showering or changing: two (2) adults should be present together, which is called the "Two Deep Method" of supervision. Please refer to the BC Hockey [Locker Room and Co-ed Dressing Room Policy](#).

BENCH MONITORS

It is the responsibility of the bench monitors to oversee the players during a scrimmage and ensure that everything runs smoothly. You will be on the bench OPPOSITE to your player. The bench monitors are not there to coach in any way and are not to call kids who are taking long shifts off the ice. Your role is basically to open and close the gate and deal with any behavioural issues, should they arise. The bench monitors will also be asked to help keep the players in their specified line-up order (to be provided prior to the start of the scrimmage). LMHA Board members will be in the arena to support during each scrimmage.

TIMEKEEPER

It is the responsibility of the timekeeper to run the clock as per LMHA requirements. There will be a five-minute warm-up period, followed by three (3) 15-minute run-time periods. There will be a 60-second break between periods. For the Under-11 and Under-13 Divisions, there will be a buzzer every 90-seconds to signal the line-change.

HCSP (HOCKEY CANADA SAFETY PERSON)

It is the responsibility of the HCSP designated volunteer to be present during the entire scrimmage and oversee the game as per [Hockey Canada](#). The HCSP will be easily identified and will reside in the scoreboard with the timekeeper. Any decision to remove an injured player from play will be done in consultation with the LMHA Board member overseeing the ice time / scrimmage.

RUNNER & CHECK-IN

This volunteer will work closely with the Division Manager and assist with volunteer check-in, directing players by providing dressing room assignments, and running between the arena and the check-in table as needed.