



## Oak Park & River Forest Hockey Club

### Hockey Director & Varsity Head Coach

The Oak Park & River Forest Hockey Club is seeking a Hockey Director & Varsity Head Coach to guide the continued growth and competitive direction of our high school hockey program.

This position represents a meaningful leadership opportunity within a proud and engaged hockey community. The Hockey Director will serve as the senior hockey leader for the Club, responsible for shaping program culture, development philosophy, and competitive identity across Varsity and Junior Varsity levels.

Our goal is to provide student-athletes with a structured, positive, and competitive environment grounded in accountability, sportsmanship, and long-term growth. We are committed to strengthening our development model, building a sustainable player pipeline, and fostering a program identity that reflects the values of our community.

This is a year-round leadership role requiring collaboration with a volunteer Board of Directors, coaching staff, families, and league partners. We are seeking a leader who combines competitive experience with a commitment to character development and organizational stability.

The enclosed job description outlines the responsibilities and expectations associated with the role. We welcome interest from individuals prepared to invest in both the immediate competitiveness and long-term sustainability of OPRF Hockey.

If you are interested, please [APPLY HERE](#).  
For questions, please email [recruiting@oprfhockey.com](mailto:recruiting@oprfhockey.com).

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#### Program Snapshot

Oak Park & River Forest Hockey Club fields Varsity and Junior Varsity teams competing within Illinois high school hockey. Supported by a dedicated volunteer Board of Directors and an engaged community, the program emphasizes structured player development, competitive standards, and sustainable program growth.

**Committed to Development. Rooted in Community. Built on Integrity.**



## Oak Park and River Forest Hockey Club

### Hockey Director & Varsity Head Coach – Job Description

#### Position Summary

The Hockey Director & Varsity Head Coach serves as the senior hockey operations leader for the Oak Park and River Forest Hockey Club (“Club”). This individual is responsible for the overall direction, culture, and performance of the Club’s hockey program, while directly leading the Varsity team.

The role combines strategic program leadership with hands-on coaching, emphasizing player development, competitive excellence, sportsmanship, and alignment with the Club’s mission, values, and governing bodies.

The Hockey Director & Varsity Head Coach reports to the Club’s Board of Directors and works collaboratively with Board leadership, coaching staff, and families. The Hockey Director will participate in an annual review process with the Board focused on program growth, player development outcomes, and alignment with Club goals. This is a year-round leadership position requiring availability during the hockey season and reasonable off-season engagement for planning, recruitment, and program development.

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#### Core Responsibilities

##### 1. Program Leadership & Vision

- a. Establish and execute a unified hockey philosophy across Varsity, JV, and developmental levels.
- b. Promote a culture of accountability, respect, teamwork, and sportsmanship.
- c. Serve as the primary hockey authority and subject-matter expert for the Club.
- d. Serve as a visible ambassador for the Club, upholding and strengthening its reputation and integrity within the local and regional hockey community while supporting recruitment and community engagement initiatives in collaboration with the Board.
- e. Collaborate with the Board of Directors in the annual budgeting process for hockey operations, including staffing, player development programming, tournaments, and other on-ice and off-ice investments.

##### 2. Player Development

- a. Design and oversee a comprehensive player development model, including skill progression, systems consistency, and age-appropriate training benchmarks for both the Varsity and JV levels.
- b. Implement and oversee a structured player evaluation process that provides fair, consistent, and transparent feedback throughout the season, including periodic

development check-ins and a comprehensive end-of-season review for players and, when appropriate, parents.

- c. Support player advancement to higher levels of play and post-secondary opportunities.

### **3. Varsity Head Coaching Duties**

- a. Plan, organize, and lead all Varsity practices, games, and team activities.
- b. Implement team systems consistent with the Club's overall hockey philosophy.
- c. Manage game preparation, bench operations, and in-game decision-making.
- d. Make ice-time and lineup decisions that balance competitiveness, development, and team culture.
- e. Model professionalism in all interactions with players, officials, opponents, and families.

### **4. Coaching Staff Leadership & Oversight**

- a. Recruit, recommend, and oversee all coaching staff, including Varsity assistant coaches, JV coaches, goalie coach, and skills coach, subject to Board approval.
- b. Provide leadership, mentorship, and performance feedback to coaches.
- c. Establish expectations for coach conduct, preparation, communication, and player treatment.
- d. Ensure all coaching staff maintain required USA Hockey certifications, SafeSport compliance, and background screening requirements.

### **5. Hockey Operations & Administration**

- a. Oversee coordination of hockey operations in collaboration with the Club's registrar, team managers, equipment manager, and athletic training providers to ensure effective coordination of hockey operations and team logistics.
- b. Coordinate seasonal planning, including tryouts, practices, and competition schedules.
- c. Coordinate and manage game scheduling and rescheduling with leagues and opposing clubs.

### **6. Practice & Training Oversight**

- a. Oversee the structure, consistency, and quality of all on-ice practices, off-ice/dryland training, and film sessions across Varsity and JV.
- b. Promote purposeful, development-focused training sessions that are aligned with the Club's overall player development model.
- c. Promote consistent standards for preparation, accountability, discipline, and sportsmanship across all teams.

### **7. Recruitment & Pipeline Development**

- a. Develop and maintain strong working relationships with local youth and feeder hockey programs to support long-term player development and program alignment.
- b. Identify and engage 6th–8th grade players and families within District 200 through consistent outreach, visibility, and relationship-building efforts.
- c. Conduct proactive outreach to eligible high school students within the Oak Park/River Forest community who are not currently participating in the Club to encourage involvement and support retention.
- d. Develop and steward a sustainable player pipeline strategy that strengthens year-over-year participation and supports long-term competitiveness at the Varsity and JV levels.

### **8. League & External Liaison Responsibilities**

- a. Serve as the primary hockey point of contact for the Club with:

- i. Amateur Hockey Association Illinois (AHAI)
  - ii. IL West Hockey League (current member organization)
  - iii. USA Hockey and other applicable governing bodies
- b. Represent Club professionally in league meetings, communications, and hockey-related forums.
- c. Interface regularly with Hockey Directors and Head Coaches from other clubs to support collaboration and competitive alignment.
- d. Maintain compliance with league rules, roster requirements, coaching credentials, and competition standards.
- e. Communicate relevant league updates and competition information to the Board and coaching staff.
- f. Address routine league or competition matters and escalate significant issues to the Board as appropriate.
- g. Maintain a professional and constructive relationship with OPRF High School administration and relevant community stakeholders to ensure positive program alignment and institutional awareness.
- h. Develop and sustain strong working relationships with PDOP and other community organizations to support operational coordination and long-term program stability.

## **9. Communication & Stakeholder Engagement**

- a. Serve as the primary liaison between hockey operations and the Club's Board.
- b. Communicate clearly, respectfully, and professionally with players, families, coaches, and Board members.
- c. Participate in Board meetings, parent meetings, and other Club events as requested.
- d. Address concerns proactively and escalate matters appropriately when Board involvement is required.

## **10. Compliance, Conduct & Governance**

- a. Comply with all Club policies and bylaws.
- b. Maintain compliance with league and governing body rules, including IL West Hockey League, USA Hockey, and AHAI.
- c. Promote and enforce SafeSport standards and ethical conduct.
- d. Uphold professional conduct consistent with the Club's reputation and values.
- e. Establish and clearly communicate expectations for player, coach, and team conduct consistent with Club policies, bylaws, and governing body standards.
- f. Address routine hockey-related disciplinary matters within the scope of the role in a timely, consistent, and professional manner, including corrective coaching measures aligned with established Club standards.
- g. Collaborate with the Rules & Ethics Committee and Board leadership to ensure proper review and adherence to Club bylaws and due process procedures.

**The Hockey Director may assume additional hockey-related responsibilities as mutually agreed upon with the Board, consistent with the scope and intent of this role.**

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## **11. Qualifications & Requirements**

- a. Proven experience coaching and/or directing youth or high school hockey program.
- b. Experience at the high school level preferred. Head Coach experience preferred.
- c. Strong leadership, organizational, and communication skills.

- d. Demonstrated ability to manage both strategic and hands-on responsibilities.
- e. Ability to work collaboratively with a volunteer Board and diverse stakeholders.
- f. Knowledge of player development models and team systems.
- g. Must meet all USA Hockey, SafeSport, and background screening requirements.