



## NORTHERN ONTARIO HOCKEY ASSOCIATION

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NORTH BAY, ONTARIO P1A 2A8  
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### **Memo – Clarification Regarding Team Managers on the Bench**

#### **Purpose**

This memo explains and clarifies the NOHA's rules about Team Managers and whether they can sit on the bench during games. There have been situations in the past where the Manager has perhaps been on the bench to open the door; for insurance and liability purposes, we are providing some clarity around this past practice.

#### **What is a Team Manager's Role?**

A Team Manager handles paperwork and organization. Their job includes:

- Talking with families about schedules and information
- Managing rosters and game sheets
- Collecting fees and handling the budget
- Organizing travel and Team logistics
- Managing equipment

Team Managers do not coach. They do not sit on the bench or go on the ice.

#### **The Rule: Managers Cannot Be on the Bench**

##### **Who CAN be on the bench:**

- Coaches
- Assistant Coaches
- Trainers

**Important: Everyone on the bench must be doing the job they are registered for with the Association.** You cannot register as one role and then do a different job.

#### **Why This Rule Exists**

##### **1. It's Not Their Job**

Managers handle paperwork, not game-time decisions. Having them on the bench creates confusion about what they're supposed to be doing.

##### **2. Insurance Problems**

Hockey Canada's insurance rules say people must do the job they're registered for. If a Manager is on the bench, there are serious insurance risks:



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- If a Manager gets hurt on the bench (hit by a puck, for example)
- If a Manager tells a player what to do during a game

In these situations, insurance might not cover the injury or incident. This puts the Manager, the Team, your Association, and the NOHA at risk.

### 3. People Avoiding Coaching Requirements

Some people register as Managers to skip coaching courses but then act as Coaches on the bench. This is not allowed and puts everyone at risk.

#### What If We Need More Help on the Bench?

If your Team needs more people on the bench, those people must:

1. Take coaching courses through the NOHA (Hockey Canada)
2. Register as a Coach/Assistant Coach/Trainer – depending on the role being taken on
3. Complete all required certifications ([DEVELOPMENT | Northern Ontario Hockey Association](#))

Good news: Most coaching courses can now be done online from home. You don't need to attend in-person classes for most requirements.

#### What You Need to Do

##### Associations:

- Check your Team rosters right away
- Make sure anyone on the bench is registered as a Coach or Trainer with proper training
- Make sure people are doing the job they're registered for
- Tell all your Teams about this rule

##### Team Staff:

- Want to be on the bench? Get your coaching or trainer certification and register properly
- Registered as a Manager? Your role is not to be on the bench for games
- Remember: You must perform the role you are registered for. Do not register as one thing and do another job.

#### Questions?

Contact the NOHA Office or your Council Director if you have questions.

Thank you for your cooperation.



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