

**Metro East Inferno Female Hockey Association**  
P.O. Box 26006 RPO Tacoma Dartmouth, NS B2W 6P3  
Email: [president@metroeastinferno.ca](mailto:president@metroeastinferno.ca)  
[www.metroeastinferno.ca](http://www.metroeastinferno.ca)



May 27, 2026.

### **Metro East Inferno Female Hockey Association – Risk Management Coordinator**

The role of **Risk Management Coordinator** reports directly to the Officers and is appointed by the Executive Board following the Annual General Meeting each season. Interested candidates should contact the President with expressions of interest, before or immediately following the AGM. The **Risk Management Coordinator** shall be responsible for, but not limited to, the following:

- Administer, track and maintain coaching certification & requirements, communicate certification opportunities, and advise Division Coordinators of those coaches and team staff who are not in compliance with certification requirements as determined by MEIFHA and Hockey Nova Scotia;
- Be or become qualified in the Hockey Canada Safety Program;
- Be or become qualified in The Shift Forward (Speak Out!);
- Become familiar with the Hockey Nova Scotia's Risk Management guidelines and bulletins;
- Become familiar with Hockey Canada's guidelines with respect to certifications, safety and insurance;
- Manage MEIFHA's relationships with suppliers, vendors and any related contracts;
- attend all Executive Regular Meetings;
- Ensure the Association is properly insured;
- Provide advice to the Executive Board on actions required to mitigate the Associations' risk;
- Recommend appropriate training courses for coaches where appropriate;
- Recommend first aid training and special courses (e.g. power skating) where appropriate;
- Administer the applicable policies of the Association.