
HOCKEY EASTERN ONTARIO

One Team, One Mission, One Goal



MEMO

To: District Chairs, MHA's, Junior League, Junior Teams, SHEO, Special Hockey

CC: HEO Board of Directors, HEO Staff

From: Jeff Robert,

Development Programs Officer, HEO

Date: July 31, 2025

Re: **HEO Mentor Training Workshop: Empowering Coach Mentors**

Good afternoon,

HEO will be hosting a Coach Mentorship Workshop for Coach Mentors/ MHA Development staff.

Paul Carson- the former VP of Development for Hockey Canada will be delivering this free workshop for HEO Coach Mentors

The event runs Friday Night Aug 15 and all day Sat Aug 16th. We will provide meals/snacks for those who attend

This 11-hour workshop is designed to equip mentors with the skills, knowledge, and tools necessary to support coaches in the youth hockey environment. The training focuses on fostering effective coaching and leadership skills, enabling mentors to guide coaches in creating positive, inclusive, and developmental experiences for young players. The workshop combines interactive sessions, practical activities, and reflective discussions to ensure mentors are well-prepared to support coaches effectively.

Staff who wish to register will need to fill out the registration form below

<https://page.spordle.com/heo/clinics/1f068189-e441-6a54-90a7-0207247345f5>

***Please note that there are only 40 spots available for the workshop



Proposal:

HEO Mentor Training Workshop: Empowering Coach Mentors

Facilitator

Paul Carson, PMC Sport Consulting

Mobile: (403) 880-5815

Email: carse14@telus.net

Workshop Overview

This 11-hour workshop is designed to equip mentors with the skills, knowledge, and tools necessary to support coaches in the youth hockey environment. The training focuses on fostering effective coaching and leadership skills, enabling mentors to guide coaches in creating positive, inclusive, and developmental experiences for young players. The workshop combines interactive sessions, practical activities, and reflective discussions to ensure mentors are well-prepared to support coaches effectively.

Workshop Objectives

At the completion of the workshop, participants will:

- Understand the role of a mentor in the hockey environment.
- Apply effective communication and feedback techniques to support coaches.
- Identify and address common challenges faced by coaches.
- Foster leadership skills in coaches to create positive team cultures.
- Develop strategies to promote inclusivity, athlete well-being, and skill development.
- Create individualized action plans to guide coaches in their coaching growth.

Target Audience

- Mentors (new or experienced) working with minor hockey association coaches.
- MHA directors, experienced coaches, or community leaders transitioning into mentorship roles.
- Participants should have a basic understanding of minor hockey dynamics, but no prior mentoring experience is required.

Workshop Duration

- Total Duration: 11 hours (split across 2 days – Friday evening and Saturday)
- Format: In-person with presentations, group activities, role-playing, and discussions.



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Workshop Agenda

Day 1 – August 15, 2025 (3 hours)

7:00 PM – 7:30 PM: Welcome and Introduction (30 mins)

7:30 PM – 8:30 PM: The Role of a Mentor in Youth Hockey (1 hour)

8:30 PM – 8:40 PM: Break (10 mins)

8:40 PM – 10:00 PM: Effective Communication and Feedback (1 hour 20 mins)

Day 2 – August 16, 2025 (8 hours)

8:45 AM – 10:00 AM: Supporting Coaching Leadership Skills (1 hour 15 mins)

10:00 AM – 10:10 AM: Break (10 mins)

10:10 AM – 11:10 AM: Promoting Inclusivity and Athlete Well-Being (1 hour)

11:10 AM – 12:30 PM: Common Coaching Challenges (1 hour 20 mins)

12:30 PM – 1:00 PM: Lunch Break (30 minutes)

1:00 PM – 2:15 PM: Developing Technical and Tactical Coaching Skills (1 hour 15 mins)

2:15 PM – 2:25 PM: Break (10 minutes)

2:25 PM – 4:00 PM: Individualized Mentor-Coach Action Plans (1 hour 30 mins)

4:00 PM – 4:10 PM: Break (10 minutes)

4:10 PM – 5:00 PM: Program Reflection and Wrap Up (50 mins)



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Delivery Methods

- Interactive Presentations: To provide foundational knowledge.
- Group Discussions: To encourage collaboration and idea-sharing.
- Role-Playing and Case Studies: To simulate real /practical mentoring scenarios.
- Hands-On Activities: To develop practical skills and tools.
- Reflective Exercises: To promote self-awareness and goal-setting.

Potential Resource List

- Participant handbook with key concepts, tools, and templates.
- Feedback frameworks (e.g., GROW model, sandwich method).
- Action plan, practice plan, and coach observation templates.
- Recommended readings, podcasts and online resources for ongoing learning.
- Access to a digital resource hub for post-workshop support.

Facilitator Qualifications

- Experienced coach or mentor with at least 5 years of relevant experience.
- Background and/or knowledge in adult learning or training facilitation.
- Knowledge of leadership development and sports psychology.

Expected Outcomes

- Mentors will gain confidence in guiding coaches to improve their leadership and coaching skills.
- Coaches supported by trained mentors will create more positive, inclusive, and effective team environments.
- Young athletes will benefit from improved coaching practices, leading to better engagement, skill development, and well-being.

Evaluation

- Pre- and post-workshop surveys to assess knowledge and confidence levels.
- Participant feedback forms to evaluate workshop effectiveness.
- Follow-up survey (3-5 months post-workshop) to measure engagement and impact on mentoring practices.