



# Integrity Hockey League Captain Handbook

## The Mission of Integrity Hockey

*We exist to share the love of Christ through camaraderie and an excellent hockey experience.*

### **Captains**

Are explicitly listed in the Integrity Hockey Leadership Team because they are an essential, if not the most important, component in running a successful Ice Hockey Ministry. The Captain's position with IH is comparable to a small group leader in a church. They are responsible for leading their team in a Christ-like manner and thus expected to lead by example in all respects in the locker-room as well as on and off the ice. As a part of the Cord of 3, Captains are expected to be engaged relationally with the players on their team. The goal of your leadership - including the other 2 individuals who are a part of your team's Cord of 3 must go beyond wins and losses! That said: if your ultimate goal is to win games, you are not in line with our mission, nor can you fully be trusted to keep within the frame work of the rules set within this association. Please take a few moments to *read and reflect on II Peter 1:3-13 before reading the rest of this handbook*. Does your life credibly reflect this passage?

**Each team has exactly ONE Captain and NO Captain will lead more than one team.** The Captain is expected to be present at a majority of *their* team's games, is responsible for all items identified in this handbook and is the individual who would be eligible for suspension in the event of a team-misconduct (see [Captain Suspensions](#) on 4<sup>th</sup> page).

### **Cord of Three**

Each Captain is responsible for creating a Cord of Three for their team. The Cord of Three consists of the Captain and two other players who are known for their Christian faith. That is, through their actions and words they demonstrate to be Christ followers. The Cord of Three is not a couple of individuals that just help with busy work, but are people who help (and remain accountable to one another) to carry out the mission of IH. Each of the Cord of Three are expected to minister to the players on their team through behavior and encouragement. A Cord of Three (including the captain) are expected to demonstrate Christ-like leadership. Doing so will help to create an environment where the Gospel is seen and heard. Ecclesiastes 4:12 provides the basis and importance for a Cord of 3. Will you and the two other individuals who are part of the Cord of 3 keep one another accountable to remaining focused on the qualities listed in 2 Peter 1:5-7?

### **Division Chaplains**

Each Division has at least one Chaplain. Chaplains exist to help team leadership remain focused on our mission of sharing the love of Christ through camaraderie and a great hockey experience. The Divisional Chaplain's role is to provide spiritual encouragement to all captains within their division. This will be done in a variety of ways: providing a Game Plan (aka devotion each week) communication through a combination of phone calls, text and emails as well as interaction with you, both on and off the ice. Chaplains are to serve the leadership and therefore your interaction with them is not only encouraged, but expected. Please bend their ear, ask them for ideas on ways to minister to your team, bounce your ideas of them, invite them to your locker room, set a time each season for them to meet you and your Cord of 3 members, etc.





# Integrity Hockey League Captain Handbook

## ***Division Commissioners***

Each Division has a Commissioner. The Commissioner exists to help support the Captain with operational issues that arise. Every Captain in a division reports to a Division Commissioner who is responsible for holding those Captains accountable for their teams. Each Captain is expected to get to know their Division Commissioner personally and turn to them whenever they need operational help. Your Divisional Commissioner is your direct point of contact, all communication as it has to do with operations, rules and other organizational questions should go through them. ***(Any emails sent to Director of Operations or President of IH will immediately be forwarded to your divisional commissioner.)***

## **Game-Day Responsibilities**

Captains and the two individuals who make up the Cord of 3 are to approach every game with a ministry mindset. It is this mindset that makes IH different from all other recreational Hockey Leagues. The following “Game Day” template is a proven framework that will help the Cord of 3 be effective in ministering well, thus providing an excellent hockey experience. The key is for team leadership to be relationally driven and intentional in those relationships.

### **Pregame Locker-Room Prayer & Devotional**

Before the team leaves the locker-room for warm-ups, one of the Cord of 3 should pray. You are also encouraged to provide a word of encouragement ...from God's Word or a devotion that you or one of your Cord of 3 recently read. Weekly Game Plans (aka devotion) can be used for this as well and are conveniently sent to every captain by their divisional chaplain each week. Some teams find that the devotion may work better after the game, although it makes more sense to begin with a devotion. You can begin a devotion before the game and finish it after the game ...be creative in your delivery.

### **Turn in roster (Important)**

Captains must turn in an updated roster to the scorekeeper before every game. The roster must have the correct jersey number for ALL skaters – there is no excuse for an incorrect #. If you have a borrowed/sub registered skater from another team he/she must be identified correctly on the roster.

This information should be written in an open space and include the following:

- Jersey # (for the current game)
- First & Last Name
- Team Name & Division **(Example: #9 John Doe – Blackhawks D1)**

### **Captain Handshake**

During or immediately following warm-up, each Captain is required to meet the opposing Captain at center-ice for a quick pregame introduction and handshake. Exchange names and learn faces so that if there is a problem during the game the Captains will know whom to address on the opposing team to keep the situation under control. **This is also the absolute best time to share any important information such as identifying a substitute goalie, identifying a new player, or voicing any concerns.**





# Integrity Hockey League Captain Handbook

## **Game-Time Accountability**

During the game, always stay alert for potential problems. Talk to your team throughout the game to calm tempers. When needed call a timeout to settle your team down or discuss issues with the opposing Captain before tempers flare. The Captain with the help of the Cord of 3 is responsible for managing the actions of the team, therefore be fully engaged, don't just let "it play out." Be visible and proactive - do not wait on a referee to step in to calm things down – always intervene when appropriate. Speak to your players before things escalate. Note that a large score differential often results in ugliness, so never allow the score to get out of control. Keep in mind the goal ratio does not affect the standings, it is penalty minutes that are used to break ties! A one goal win is as good as a ten-goal win.

## **Postgame Team Handshake**

After the game, ensure ALL of your players are participating in the handshake line with the opposing team. Helmets should be removed after the handshake and before the Center Ice prayer. Always place yourself or one of your Cord of 3 in line behind the most volatile player on your team, particularly if there were any incidents during the game.

## **Center Ice Prayer**

After the team handshake, the winning Captain is responsible for either leading or assigning a team member to lead both teams in prayer at center ice. If the game was heated, don't avoid it, mention that although things became heated, you really appreciated how both teams responded in helping to calm things down. (If things got heated in a game, good team leadership will be proactive in calming things down, never relying totally on the refs to do so.) Be authentic and Christ-like, the last thing those without Christ want to hear is a "cookie-cutter" prayer. Such flippant prayer often creates distance between the believer and non-believer and even worse between them and God.

## **Locker Room Prayer & Devotional**

A devotion before the game is best, but sometimes after the game it will work depending on your team. A credible believer is expected to lead this time, therefore one of the Cord of 3 is always a good choice. Note: this may be a perfect time to see if anyone has any prayer requests or answered prayer they would like to share. As the Captain, taking the lead by sharing a personal request is a great way to get things going. You and your Cord of 3 are encouraged to touch base with your players during the week (phone, text, email) to ask them how you can be praying for them and then follow-up with them when you see them in person.

## ***Alternate Captains***

In the event that a Captain is unable to make a game, it is important that Captains identify an Alternate Captain. With a good Cord of 3 in place the alternate Captain should always be one of these two individuals. This will ensure that the responsibilities of the Captain are well executed with a ministry mindset.





# Integrity Hockey League Captain Handbook

## Logistics

### **Registration**

Before each season, the Captain is responsible for organizing a full team and getting all players registered. If you have any questions regarding registration, contact the Director of Administration at: [admin@integrityhockey.org](mailto:admin@integrityhockey.org).

**Note:** if it is your desire to step down as a captain or plan to form a new team the following season please be aware that the association must be notified no less than 21 days in advance. Not doing so will most likely mean that your current team or future team will not be allowed to skate “next” season. Why? All new captains must be vetted in time to make sure they are able to clearly articulate their faith in Christ, understand and agree with the mission as well as seen as capable of leading their team with a ministry mindset.

***\*No unregistered players are eligible to play for any team at any time, including goalies. The use of unregistered players results in a Captain suspension, regardless if the Captain is present during the game. (See Captain Suspensions on the following page)***

### **Subs (those who pay a \$50 registration fee)**

Substitute players, which pay a significantly reduced fee, are not eligible for registration until requirements for adding substitutes are met.

**Subs are not eligible for playoffs, so please plan ahead!**

### **Borrowed Players**

For the regular season, we allow full-seasons or half-season players to sub on teams in their division or one higher. For example, a full-time player in C2 can only sub in the C1 and B division. They can't sub in C3 or lower divisions.

**Players that only registered as a \$50 sub are not eligible to sub for other teams**

**\*You may only use borrowed players from within your own division or lower divisions to bring your team to 10 skaters. If your team ends up with more than 10 skaters due to communication errors, please consult with opposing captain.**

**Players that are “C1 Exempt Players” are not eligible to sub on other teams within their own division or a lower division. They may however sub in the B division.**





# Integrity Hockey League Captain Handbook

## **Recording a Borrowed Player**

When looking to borrow players for a game, please contact your fellow Captains, Chaplains, and Commissioners. The Leadership List can be found on the website under Resources. Use good judgment when selecting players. Do not stack your team with only the top players from other teams. Use this opportunity to invite other Captains or leaders so they can meet your team and you have the opportunity to meet them. If you are short enough to warrant borrowing players, then you're simply trying to have reasonable number of players to play the game and should not be solely focused on winning – remember every team makes the playoffs.

Captains are required to ensure all borrowed subs are properly entered on the score-sheet with the appropriate Team Name and Division.

Process:

1. Solicit a request to a Captain or other leader to sub or to help identify potential subs.
2. Before the game, inform the opposing Captain that you will be using subs from other teams for this game.
3. Prior to the start of the game, provide the Scorekeeper with the following information for each of the borrowed subs:
  - First and Last Name
  - Jersey Number for that game
  - Team Name and Division for the player's full-time team. This will be entered as part of their last name. Example: **John Doe – Blackhawks C2**

## ***Goalie Subs***

If you need a goalie, first call those in your division playing at your rink before and after your game. After that, call all of the goalies on the Goalie list that are appropriate for your division. The goalie list can be found on the website under Resources. Only then should you ask goalies on the list from a higher division. You will need to request a Goalie Sub link from the league administrator for Goalies not currently registered in the Integrity Hockey League.

## ***Captain Suspensions***

For liability reasons, no player is eligible to play until they have successfully completed registration. The Captain is responsible for ensuring that only eligible players step onto the ice, even at games that the Captain cannot attend. In the event that an ineligible player plays, regardless if the Captain is present during the game, the following suspensions will be applied to the Captain (these suspensions also apply to any other major rule violations):

- **1<sup>st</sup> Offense: Captain will be given a warning on the first offense**
- **2<sup>nd</sup> Offense: 1 game suspension of the Captain**
- **3<sup>rd</sup> Offense: Indefinite suspension of the Captain, loss of discount, and the Captain will be required to meet with league leadership before they are allowed to play again.**

## ***Evaluation Request***

If you wish for a player on your team or another team to be evaluated, please visit the Form & Requests page at [www.integrityhockey.com](http://www.integrityhockey.com).





# Integrity Hockey League Captain Handbook

## ***Misconducts or Ejections***

If a player on your team receives a misconduct penalty or ejection, you as Captain are required to report the incident within two days of the penalty to the division Commissioner. Please identify the player and circumstances around the issues. If you are out, please inform an Alternate Captain to send the note.

## ***Injuries***

If a player on your team is injured as a result of an intentional act by a player on another team, please send an email to your divisional Commissioner describing the same information.

## ***Penalty Totals***

In addition, you as Captain need to monitor the penalty minute statistics for your individual players. If you have a player that is near the cap or reaches as a result of penalties, please also email the Divisional Commissioner to make them aware of the situation.

## ***Divisional Meeting***

This meeting is for the Captains of a specific division in which all Captains from each team in that division meet with their Division Commissioner and Chaplain. Divisional Meetings are typically held between seasons. The Captain is expected to be in attendance, Cord of Three members are also encouraged to attend. In the rare case that a Captain is not able to attend, a member of their Cord of Three must attend in order for the Captain to receive their discount.

## **Email Etiquette**

As a Captain, you must always take caution in how you word an email and whom you include in the distribution list. If you are fired up about a topic, it is best to write a draft, save it, pray about it, sleep on it, and then revise the next day before sending. Emotion should be left out of email whenever possible. If you know you are emotional about a topic, a phone call is typically a better form of communication than email.

