canada snowboard

DESCRIPTION OF DUTIES

POSITION: Coaching Program Coordinator

REPORTING RELATIONSHIP: Reports to Sr. Director, Sport Development

STRUCTURE AND SCOPE:

Under the direction of the Sport Development Senior Director, the Coaching Program Coordinator is responsible for the day to day leadership and administration of the Canada Snowboard's Coaching program. The role of the Snowboard Coaching Program Coordinator is to develop and facilitate the implementation of the Canadian Snowboard Coaching Program in the key pillars of coach development, quality assurance, business excellence, coach performance and technology.

The position is a part time contract requiring approximately 25-30 hours a week. This contract is from September 1, 2017 – March 31, 2018. This opportunity will ideally continue based on the performance of the candidate and financial resources available for the position.

All Candidates are welcome apply however, only those who will receive an interview will be contacted. Applications will be open from July 15 – July 30, 2017.

Resume and Cover Letters should be emailed to Sport Development, Manager Natasha Johnson at – natasha@canadasnowboard.ca

Thank you to all interested Candidates.

REQUIRED SKILLS:

The Coaching Program Coordinator qualifications ideally held are:

- A post-secondary degree in the field of Business, Administration or Human Kinetics/Kinesiology .
- Canadian Snowboard Coaching Program Certification (Comp Dev preferred).
- A strong working knowledge of the sport of snowboarding.

- A strong working knowledge of the Canadian sport system.
- Formal training/certification in a signification aspect of sport development (e.g. coaching, judging, major officials).
- The ability to communicate effectively in both official languages.
- The ability to keep financial records and manage budgets.

SPECIFIC DUTIES:

Canadian Snowboard Coaching Program:

- Lead all day-to-day aspects of the program nation-wide.
    - Manage Curriculum Development and enhancements in line with LTAD, Athlete Development Matrix and the Gold Medal Profile for all disciplines.
    - Lead and collaborate implementation of CSCP with Provincial Territorial Snowboard Association (PTSA) Coaching Coordinators. Where necessary provide opportunity to create such positions with PTSA's.
    - Plan and execute enhanced web based learning center.
- Oversee the training of Master Learning Facilitators and Master Evaluators.
    - Manage the day to day support of Master Learning Facilitators & Master Evaluators, Facilitators and Evaluators, as well as **targeted coaches** at each stage of their development, including mentorship and ongoing professional development.
- Collaborate with other organizations related to coaching.
- Oversee the Technical Experts Committee.
- Develop and implement coach ID system - tied to GMP and LTAD Stage and discipline specific.
    - Determining and communicating with pool of identified coaches
    - Creation of a mentorship program at each LTAD Stage
    - Portfolio completion groups
    - Key Gold Medal Profile coaching attributes by LTAD stage and discipline

Snowboard Programs:

- Support, where possible, Canada Snowboard programs nation-wide (Eg. Riders, Women in Snowboarding, Aboriginal Snowboard Program, Para Snowboard Program).
- Build support and relationships within the snowboard community to assist in delivery of the Canadian Snowboard Coaching Program.

- Support in the gathering and management of Coach Specific data related to the ensuring the progression of coaches in supporting coach succession in all disciplines and LTAD Stages.