



## Provincial Coach Job Description – Version 1.1

### Qualifications

- Must hold a recognized certification from a coaching or national association, with a desired equivalent to Canadian NCCP Level 3, or working toward a comparable level of certification – Competition Development, Competition High Performance
- Should have proven ability and experience in developing a provincial level high performance development and competition program.
- Demonstrated technical expertise specific to the discipline assigned to coach
- Previous experience in Provincial level programs (coaching and training)
- Valid Driver's License
- Valid First Aid & CPR certification
- Valid Sport Manitoba "Respect in Sport" Online Education
- Valid Criminal Record and Child Abuse Registry Checks (Annually)
- Valid ABAM Staff Agreement

### Skills & Attributes

- Passionate about high performance sport, with a demonstrated commitment to succeed, driven by achieving results
- Relationship builder with a demonstrated ability to work with athletes, coaches, subject matter experts (e.g. sport science, physiology, performance psychology)
- Exemplary leadership and communication skills
- Responsible, accountable and trustworthy and shares values of Archery Canada



### **Program Operations & Support**

- In collaboration with the VP Athlete Development & Provincial Team Coordinator manage sport science, training and competition planning elements as required to support the Provincial team program
- Communicate with the VP Athlete Development & Executive Director to oversee Provincial Team and Canada Winter Games Planning, including and limited to organizing and communication of team training, competitions and volunteer initiatives.
- Communicate with the VP Athlete Development, Executive Director & Team Coordinator to evaluate team documents & policies on an annual basis.
- The Coach shall work closely with the local coaches from the clubs and programs across Manitoba to aid in the facilitation of High Performance Development programs and talent identification.

### **Program Tasks**

- Organize athlete training and competition plans in cooperation with personal coaches and parents
- Communicate with personal coaches to monitor training and competitions
- Work with athletes during competitions & training events
- Create and execute a program task list annually.
- Scout talent at local competitions and programs
- Sit as a full member of the Athlete Development Committee

### **Power of Decision**

- The coach shall participate in meetings specific to the job requirements and will be responsible to make recommendations where necessary. The individual will have sufficient authority to act in the daily management of his/her approved program areas in accordance with the policies and program run on behalf of the ABAM. Beyond these limits, the individual is required to have decisions approved by the ABAM Executive Committee, through communication with the Executive Director & VP Athlete Development.

