

COACHING CONSULTANT

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| STATUS | Continuing |
| REPORTING TO | Director, Education Partnerships |
| LOCATION | Ottawa, ON |
| START DATE | August 15, 2017 |
| LANGUAGE | Bilingualism Preferred |

SUMMARY

The Coaching Association of Canada unites stakeholders and partners in its commitment to raising the skills and stature of coaches, and ultimately expanding their reach and influence. Through its programs, the CAC empowers coaches with knowledge and skills, promotes ethics, fosters positive attitudes, builds competence, and increases the credibility and recognition of coaches.

The Coaching Consultant works within a dynamic team of consultants to collaborate with and ensure our Canadian sport partners effectively develop and deliver the National Coaching Certification Program (NCCP).

DUTIES & RESPONSIBILITIES

Reporting to the Director, Education Partnerships, the Consultant will:

- Collaborate with other members of the team to contribute to the development of both sport specific and multi-sport learning contexts in alignment with NCCP principles
- Manage projects on behalf of the Education Partnerships team, ensuring adherence to deadlines and deliverables, project plans, and engagement of the organization's capabilities
- Lead the development of grant proposals for curriculum and/or content development and delivery
- Provide consultation to National Sport Organizations (NSO) to: provide input into curriculum materials, enhance coach developer practices, share relevant CAC materials, improve sports' knowledge about CAC products and services, manage the financial aspects of support to sport funds
- Provide organizational management of other program files which could include: policy, physical literacy, coach developer
- Act as liaison with other external organizations that align with the CAC's mandate and strategic plan
- Support or lead development (writing, consultation, research) of curriculum and content for NCCP multisport modules or other NCCP products

QUALIFICATIONS

- Undergraduate degree in sports science, sport management, education, or administration
- Excellent English and French (preferred) communication skills, both spoken and written;
- Exceptional interpersonal and presentation skills
- Strong leadership skills
- High proficiency with Microsoft Office tools, plus the use of e-learning development packages;
- Strong facilitation skills, with the interest and aptitude to progress along the Coach Developer Pathway (asset if an existing Coach Developer)
- Minimum 4 years in NCCP sport administration at NSO, PTCR or P/TSO level
- Coaching experience would be a definite asset
- Experience in physical literacy principles, or, coach developer practices, or curriculum development would be considered assets

APPLICATION INFORMATION

Please apply with resume and cover letter to hr@coach.ca , citing position and job title in Subject line.

Application deadline for the position is July 14th, 16:00 ET.

We thank all applicants for their interest; however only those selected for an interview will be contacted.