

# Job Posting

## Head Coach, Dive Calgary and Rocky Mountain Dive Club

- Organizations:** **Western Canada Diving Consortium:** This is a management consortium consisting of 4 partners: Dive Calgary, Rocky Mountain Diving Club, Diving/Plongeon Canada and Repsol Sports Centre.
- Location:** Calgary, Alberta, Canada
- Club Purpose:** The successful candidate will take on a unique and exciting challenge with multiple dimensions. He/She will be required to both oversee the day-to-day operation of the existing competitive and recreational clubs, as well as to build a structure that will develop national champions and international competitors.

### Role Dimensions:

- Financial and Operational accountability
- Strong diving coaching ability
- Leadership of Coaching staff
- Providing direction to Diving programs – both recreational and competitive – resulting in challenging, developmentally staged and enjoyable programs for our athletes and participants.
- Manage programs at two facilities in the city.
- Develop and maintain a strong safety culture for the athletes.
- Good/clear communication skills and behaviours that work with many stakeholders: Consortium Management Committee, Coaching Staff, Students, Parents, DPC, Facilities and other externally facing groups.

### Qualifications:

- Ability to build and manage a diver development structure and environment that develops national champions and Canadian National Team members.
- Ability to deliver world class training to a group of selected athletes who demonstrate potential to become international podium contenders.
- An effective Operational leader that can lead and manage an organization delivering both competitive and recreational programs to the City of Calgary and surrounding area.
- An effective communicator, with demonstrated ability to influence and manage many internal and external interfaces successfully.
- Individual with strong personal values for safety and respect for people.

**Expressions of Interest with resume/CV submitted to the attention of [Board@rockymountaindiving.ca](mailto:Board@rockymountaindiving.ca), by September 13, 2019.**

## **Accountabilities:**

The Head Coach in collaboration with the Consortium Management Committee will oversee adherence to the DC and RMDC philosophy and mission statement. In general, the Head Coach will be responsible for all coaching, athlete development, competition attendance, and training equipment and safety. Specific responsibilities include:

### **Clubs Leadership:**

- Develop a strong and robust safe and healthy culture in the club for the athletes and coaches.
- Demonstrate and lead a respectful and supportive environment free of bullying/ harassment, and where athletes/participants and coaches clearly understand what is expected of them.
- With the support of the Consortium Management Committee, work together to develop a plan on how to meet the vision of becoming a western Canada high performance athlete development centre.
- Inspire and motivate the athletes and coaches to perform at their best.
- Create an environment where the athletes/participants enjoy themselves.

### **Clubs Management:**

- Manage safety of the diving environment in accordance with facility requirements – including but not limited to development and management of a safety system/process including a visible and well managed checklist. Address safety issues in a timely manner – with the support of the Consortium Management Committee and the facilities.
- Develop the coaching program/staff – Including: annual performance evaluations of the assistant coaches, development plans and hiring coaches if required (with the Consortium Management Committee).
- In conjunction with assistant coaches, plan the training and competition schedule for the competitive diving club groups.
- Engage competitive diving parents at least once per year on season goals (including competitions) and as required during the course of the season. Parents must be made aware of competitions and associated details as early as possible.
- Develop/oversee a curriculum of sequential skill development for the athletes including: dry land motor skills, board work, entry progressions, appropriate dive progressions/lists per diver.
- Attend Consortium Management Committee as required.
- Engage relevant items to the Consortium Management Committee as appropriate – e.g. financial matters
- Abide by DPC, DC and RMDC codes of conduct at all times.
- Monitor athlete progress and talent ID.
- Generate a marketing plan for the programs – work with the Consortium Management Committee for financial support.
- Travel to competitions with the athletes /teams or assign appropriate coaches. Ensure welfare and safety of the athletes is the top priority of the club.
- Manage the DC/RMDC Program Manager, whose responsibilities include: program development (including cost), participant management/payment, competition booking (including travel/accommodation/chaperone), parent engagement, coach/pool schedule management, coaching mentor for recreational programs, facility liaison, facility safety, on-deck management and professionalism – among others.
- Responsible management of club finances in accordance with the Consortium Management Committee.
- Support the development of meaningful annual budgets and financial updates

- Responsibility for supporting the Consortium Management Committee and partner Club Boards with financial submissions for the purposes of maintaining club status as Societies in Alberta.