



**ROWING
CANADA
AVIRON**

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**ROWING CANADA AVIRON
REQUIRES THE SERVICES OF:**

LEAD COACH - NATIONAL ADAPTIVE ROWING PROGRAM

Rowing Canada Aviron is accepting applications for the full-time position of Lead Coach of the National Adaptive Rowing Program, effective immediately. The position will require some travel and will be responsible for the preparation and development of athletes for the 2010 World Championships and beyond leading to the 2012 London Paralympic Games.

Reporting through the High Performance Director, the Lead Coach will be responsible for planning, implementing, operating, monitoring and evaluating the National Adaptive Rowing Program consistent with the objectives established by Rowing Canada Aviron.

Desired Qualifications and Skills:

- Demonstrated success in coaching rowing at the high performance level;
- University degree and/or related experience;
- RCA Level 4 Coaching Certification, or Level 3 with considerable progress towards the Level 4 program;
- Demonstrated ability in design, planning, monitoring and evaluation of High Performance Training and Competitive programs for elite athletes;
- Functional knowledge of the Canadian sport system, Rowing Canada Aviron's structure and the international adaptive rowing scene;
- Strong communication skills, both oral and written, and interpersonal abilities;
- Demonstrated involvement at provincial and/or national level of sport;
- Ability to liaise and work with other partners in the development of elite rowing athletes in Canada, including university/college programs, clubs and provincial team programs;
- Committed to an ethical and fair approach to high performance achievement;
- Knowledge of Canada's two official languages would be an asset;
- Prior work with adaptive athletes would be an asset;
- International experience would be an asset

APPLICATION DEADLINE: January 25, 2010

Contract: This is a Full Time Contract position through to December 31st 2012 with the possibility of renewal for a second 4 year term.

Please send a Resume with three (3) references to:

Sid Murdoch
Rowing Canada Aviron
100-4636 Elk Lake Drive
Victoria, BC, V8Z 5M1, Canada
Email: rca@rowingcanada.org

Please Note: The hiring of the successful candidate to this position is subject to final funding approval from Sport Canada – Own the Podium Program and the submission of a current Criminal Record Check.



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LEAD COACH – NATIONAL ADAPTIVE ROWING PROGRAM

1.0 DESCRIPTION

- 1.1 ORGANIZATION:** Canadian Amateur Rowing Association
(Rowing Canada Aviron - RCA)
- 1.2 TITLE:** Lead Coach –National Adaptive Rowing Program
- 1.3 JOB CATEGORY:** Full time Contract Position to December 31, 2012 with possibility for renewal for further 4 year term
- 1.4 REPORTING TO:** High Performance Director – Rowing Canada Aviron

2.0 RESPONSIBILITIES AND DUTIES

2.1 GENERAL

The Lead Coach – National Adaptive Rowing Program (NART) directs, administers and coordinates the activities of the National Adaptive Rowing Team program in accordance with the policies, goals and objectives set by the Rowing Canada Aviron High Performance Program, in alignment with the overall RCA High Performance Plan.

2.2 QUALIFICATIONS

2.2.1 Technical Knowledge

- This position requires extensive knowledge of the sport system
- Five or more years of leadership and coaching experience in rowing at a national or international level is required
- A minimum of RCA Level 4 Coaching Certification or equivalent of Level 3 with considerable progress towards Level 4
- University degree and/or related experience
- This person must possess sport expertise, as well as strong administrative and leadership skills
- Bilingualism is an asset
- The position will be based in a suitable rowing centre

2.2.3 Personal Attributes

- Ability to lead athletes, coaches and staff many of who are volunteers
- Ability to organize and manage multiple tasks and projects to meet deadlines
- Strong networking abilities
- Action orientated, results driven
- Excellent time management skills
- Ability to create and communicate a vision
- Strong communication abilities written and verbal abilities
- Consultative interpersonal style
- Creative problem solving
- Identify strategic opportunities and emerging issues
- Sound judgment and decision-making ability.
- Honest, high standards of integrity, and personal commitment to excellence.

3.0 KEY RESPONSIBILITIES

3.1 PROGRAM PLANNING AND DELIVERY

- In conjunction with the HPD, provide overall direction for the NART.
- Be directly involved in the coaching of selected crews and athletes on a year round basis.
- Manage and implement the NART selection activities in accordance with accepted RCA policies and criteria.
- Liaise with the HPD regarding selection standards for World Championship/Paralympic Teams.
- Liaise with other HP Program coaches to optimize the delivery of the NART program.
- Produce, implement and monitor a NART Programs training strategy including the preparation of training programs for all NART athletes.
- Select, maintain and promote information regarding the make-up of NART squads.
- Maintain regular communication with members of the NART squads and their coaches and support networks.
- Liaise and disseminate training and development information throughout the Rowing Canada Club network.
- Prepare and deliver a National High Performance Development Program for adaptive rowing for member clubs of Rowing Canada in consultation with Rowing Canada domestic programs.
- Provide input into RCA coaching development and education programs particularly related to adaptive rowing.
- Direct coaches, develop and implement annual training and development plans to provide direction for all NART athletic events.
- Maximize the performance of Canadian teams at the international level by providing development pathways for selected events.
- Achieve international results especially at Paralympic Games and FISA World Championships in accordance with RCA's High Performance objectives.
- Coach and be able to travel with National Teams to World Cups, World Championships, Paralympic Games and other designated high performance events.
- Under the direction of the RCA HPD represent Rowing Canada in negotiations with organizations seeking a relationship with Rowing Canada in the Paralympic Program.
- Provide leadership in partnership-building.
- Oversee all areas of RCA's Integrated Support as it relates to the NART athletes.
- Participate in the appointment of all coaches for the NART program.

- Spend a minimum of 7 days per annum providing coaching education to RCA member clubs.
- Maintain programming in alignment with NART budgets.

3.2 MANAGEMENT

3.2.1. PROGRAM ADMINISTRATION

- Prepare monthly and regular progress reports for the High Performance Director.
- Prepare and review the NART component of the RCA yearly and quadrennial High Performance Plan.
- Participate in meetings and forums concerned with adaptive rowing.
- Provide the HPD with updates to be included in HP reports to RCA meetings, etc.
- Participate in the preparation of the annual Athlete Assistance Program submission in consultation with the RCA High Performance Director.
- Participate in and contribute to the preparation of submissions to Sport Canada, CPC and Own the Podium.
- Oversee and liaise with coaches working directly with NART Program athletes.

3.2.2 ATHLETE ADMINISTRATION

- Maintain a focus on competition success at the international level while at the same time ensuring that the high performance program meets the social and development needs of participating athletes and coaches.
- Provide personal counseling to athletes with a holistic approach to education, welfare and social development when necessary.
- Clearly articulate RCA policies to athletes and coaches as they relate to their involvement in the NART program.

3.2.3 BUDGET

- Implement the NART program in accord with the RCA's High Performance Yearly Operational Plan and budget
- Exercise appropriate financial delegation as approved by the High Performance Director and Executive Director

4.0 KEY RELATIONSHIPS

- Maintains effective supervisory relationships with designated NART contract coaches.
- Works closely with the High Performance Director to ensure objectives of the NART program are met.
- Participates and contributes to any assigned committees relevant to the NART program and High Performance.
- Works with NART program partners, including: Sport Canada, Own the Podium, the Canadian Paralympic Committee, and the international bodies relevant to the programs.

5.0 ISSUES AND CHALLENGES

- Build and engage the network of Adaptive coaches and service providers in a cooperative fashion;
- Use innovative means to build all aspects of the NART Programs, overcoming limited resources and inter-organization boundaries;
- Build confidence in the NART Programs and work to integrate individual coaches and athletes into a cohesive program model;
- Maintain an international focus and build on the high standards already attributed to RCA, and
- Work cooperatively with other stakeholders of the High Performance Plan.

6.0 KEY PERFORMANCE INDICATORS

- Achieve international results, in line with targets specified in the RCA High Performance Plan.
- Implement and conduct successful selection procedures in line with the RCA selection policies.
- Prepare and deliver a NART National Development program.
- Incorporate leading edge approaches to coaching, sports science and sports medicine initiatives.
- Manage the operations of the NART Program so that it is able to deliver program objectives in accord with the designated budget.