

## JOB DESCRIPTION

### TRAINING CENTRE ASSISTANT COACH

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<b>1.0 DESCRIPTION</b>	Training Centre Assistant Coach
<b>1.1 ORGANIZATION:</b>	Canadian Amateur Rowing Association (Rowing Canada Aviron)
<b>1.2 TITLE:</b>	Training Centre Assistant Coach
<b>1.3 JOB CATEGORY &amp; NATURE OF POSITION:</b>	Full time professional – Employment Contract to 31 December, 2012. Renewal subject to performance review October, 2012.
<b>1.4 IMMEDIATE SUPERVISOR:</b>	Lead Centre Coach
<b>ULTIMATE RESPONSIBILITY:</b>	High Performance Director

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## 2.0 RESPONSIBILITIES AND DUTIES

### 2.1 GENERAL

Under the direction of the Lead Centre Coach, the Training Centre Assistant Coach shall be responsible for direct coaching support and national team program implementation for athletes at the National Training Centre and identified National Development athletes. The Training Centre Assistant Coach shall work closely with the RCA Coach/Athlete Development Leader, National Team Coaches and the High Performance Director to implement and run RCA's High Performance Development programs.

The Training Centre Assistant Coach shall assist the Lead Centre Coach in the operation of the senior and development programs that are run out of that centre for sweep and sculling, including planning, coaching, monitoring and evaluation.

The individual will work out of a RCA National Training Centre. The Training Centre Assistant Coach and will work closely with the Lead Centre Coach and other assigned centre coaches at the National Training Centre to ensure effective operation of the centre to High Performance standards.

The Training Centre Assistant Coach will have a minimum Level 3 certification or its equivalent as recognized by RCA and the Coaching Association of Canada, and be working toward full certification at Level 4.

The Training Centre Assistant Coach shall comply with any and all RCA codes of conduct that relate to his/her activities.

## **2.2 SPECIFIC**

### **A. Training Centre**

1. Assist in the development, implementation and evaluation of annual and long-term training and competition plans for the athletes in the training centre in conjunction with the Lead Centre Coach.
2. Assist in the running and operation of seasonal dry-land training, on-water training and competition plans for athletes in the centre.
3. Provide direct coaching services for National Team and/or development rowers, and coach crews for Olympic Games, World Championships, World Cups, Pan American Games and other international competitions, as assigned by the Lead Centre Coach and High Performance Director
4. Assist the Lead Centre Coach in the development of criteria and procedures for training and racing team selection.
5. Ensure appropriate files on athlete training, competition results and monitoring of progress are kept as required.
6. Work with the Lead Centre Coach in providing a continuous and progressive athlete centered high performance environment.
7. Work with the Lead Centre Coach and other assigned coaches at the National Training Centre to provide effective leadership and guidance to the programs, athletes, and support team located at the Centre

### **B. Athlete Development**

1. Assist the HPD, Lead Centre Coach, RCA's National Development Coach(es), and the Coach/Athlete Development Leader with the implementation of a talent identification system, e.g., regional scouting, clinics, camps, etc....
2. Provide input and support to developing rowers, and coaches in the high performance system by visitations, clinics, camps, etc....
3. Be a prime driver in the High Performance development program to ensure ongoing athlete development at all levels.
4. Provide assistance to club coaches, provincial coaches and other high performance development coaches to ensure the high performance development program is being implemented.
5. Organize and run Under 23 identification and selection camps for World Championship teams in assistance with Lead Centre Coach.
6. Assist and/or run Junior identification and selection camps.
7. Assist the Coach/Athlete Development Leader in determining and implementing the athlete monitoring program for development athletes.

### **C. Coaching Development**

1. Assist the HPD, Lead Centre Coach, and other technical staff in the development and implementation of a national coaching philosophy to complement the Long Term Athlete Development Model.
2. Act as a resource person in matters relating to advanced coaching education programs and advanced coaching education.

### **D. Sport Science, Medical and Technical Research (Integrated Support Team)**

1. Work with the Lead Centre Coach to ensure that the Sport Science, Medical, and Technical Research needs of the National Training Centre and National Team are met.
2. Assist the Lead Centre Coach with planning, implementation and monitoring of the athlete assessment and testing programs.
3. Develop and/or assist in the development of proposals for applied sport research for the Integrated Support Team, and to assist in the delivery of the accepted proposals
4. Maintain all relevant test results on each National Training Centre and National Team athlete under his/her direct supervision.

### **E. Administration**

1. Assist the Lead Centre Coach in the fleet maintenance and control of National Training Centre and National Team equipment.
2. Prepare, on request of the Lead Centre Coach, work plans, reports and other documents as required.

## **3. Degrees of Supervision**

The Training Centre Assistant Coach shall report to the Lead Centre Coach and be ultimately responsible to the High Performance Director.

## **4. Power of Decision**

The Training Centre Assistant 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 program areas in accordance with the policies, programs assigned to the National Training Centre. Beyond these limits, the individual is required to have decisions approved by the Lead Centre Coach.

## **5. Key Performance Indicators**

- A. International results, particularly at the Under 23 and Junior level in line with targets specified in the RCA High Performance Development Plan;
- B. Implement and conduct successful selection procedures in line with the RCA selection policies;
- C. Preparation and delivering the RCA National High Performance Development Plan;
- D. Incorporate leading edge approaches to coaching, sports science and sports medicine initiatives, and;
- E. Manage the operations of the National High Performance Development Program in accordance with the objectives of the program.