

## Job Description

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### PROVINCIAL ROWING COACH

<b>Job Title:</b>	Provincial Coach
<b>Organization:</b>	Nova Scotia Rowing Association
<b>Status:</b>	Full-Time, Contract
<b>Anticipated Start Date:</b>	May 1 <sup>st</sup> , 2008
<b>Finish Date:</b>	April 31 <sup>st</sup> , 2009 (with possibility of renewal)
<b>Hours:</b>	Full-Time, hours may vary, availability to work early mornings, late evenings, and weekends, travel to various regattas a must
<b>Salary:</b>	Commensurate with experience (minimum base salary \$40,000 per annum)
<b>Reports to:</b>	President, Nova Scotia Rowing Association
<b>Closing Date:</b>	March 26 <sup>th</sup> , 2008
<b>NOTE:</b>	<b>Contingent upon approval of funding (notification expected early April)</b>

### GENERAL

The Nova Scotia Rowing Association (NSRA), in partnership with The Canadian Sport Center Atlantic, Sport Nova Scotia, The Nova Scotia Department of Health Promotion and Protection, and Support 4 Sport, is seeking an individual to fill the newly created position of Provincial Rowing Coach. Subject to available funding and successful performance reviews this position will be extended beyond the contract date.

### PURPOSE

The mandate of the Provincial Coach is to enhance the training environment of Nova Scotia's high performance Rowing athletes and coaches toward national and international success. The emphasis is on athletes in the Training To Compete stage of the Long Term Athlete Development Plan. The Provincial Coach's responsibilities will include, but not be limited to, the development of athletes and coaches for the annual Eastern Interprovincial Rowing Championships, 2009 Canada Summer Games, and annual National Rowing Championships.

## DESCRIPTION

The key responsibilities of the Provincial Coach will include development, implementation, monitoring and evaluation of a comprehensive integrated performance model, provincial team program coaching duties, high performance regional development initiatives, and implementation in Nova Scotia of the Rowing Canada Aviron Long-Term Athlete Development (LTAD) strategy. The primary responsibility of this position is to develop and prepare club athletes for future involvement in national competitions (Eastern Interprovincial Rowing Championships, Canada Summer Games and National Championships).

Due to the varied nature of the job description, extensive work will be required in the field and the success of this position will be evaluated, in part, by the success of Nova Scotia athletes at provincial team level competitions.

Reporting to the NSRA President, the duties of the Provincial Coach will include, but are not necessarily limited to the following:

- Develop and effectively manage Nova Scotia's athletes at the 2008 Eastern Interprovincial Rowing Championships, 2009 Canada Summer Games and 2008 National Rowing Championships.
- Will act as the Head Coach for all NSRA provincial teams.
- Will develop, organize, and manage a talent identification and development protocol for athletes and coaches directly linked to Canada Games, National Championships and any other initiatives developed and approved by the NSRA.
- Provide training opportunities for identified high performance athletes within the NSRA Provincial Team Program.
- Will abide by the NSRA Provincial Team Selection policy.
- Work with club and university coaches on professional development initiatives targeted to NSRA's high performance priorities.
- Develop, organize, and manage workshops targeted at high performance athletes and coaches
- Act as the NSRA representative to the Rowing Canada Aviron Inter-Provincial Coaches Committee.
- Link with external agencies targeted at promoting high performance athlete and coach development.
- Work closely with the National Team Development Coaches for the optimal delivery of provincial athletes aimed at international excellence.
- Assist with development and control of budgets for designated programs under the Provincial Coach's responsibility.
- Assist with the development and monitoring of Strategic Plan initiatives targeted to high performance.
- Work closely with members of the PET sports science staff (Sport NS) to develop and implement a high performance program that may involve monitoring of individualized training programs.
- Develop, organize, and manage a talent identification and selection protocol for prospective provincial volunteer and assistant coaches.

- Available to attend events and meetings as required by the NSRA President.
- Prepare reports and funding submissions as required by the NSRA President.
- Other duties as may be assigned by the NSRA President.

### **QUALIFICATIONS:**

- A Bachelor's Degree from a recognized university (or equivalent).
- A minimum NCCP Level 3 certification (or equivalent; or near completion) in the sport of Rowing.

The successful applicant will have a demonstrated and proven record of coaching in the Training to Compete stage of the LTAD, and extensive experience in club development. Strong communications and team building skills are essential and a demonstrated ability to work in a team environment, as well as independently, is critical. The applicant must be a proven self-starter with excellent time management and organizational skills. Competencies in computer and electronic communications are essential. An aptitude to educate, train and mentor is also required. Previous sport administration skills are also an asset.

### **APPLICATION DEADLINE:**

If you satisfy the above requirements, interested candidates should submit:

- Resume/CV
- Cover Letter (stating salary expectations)
- 3 Letters of Reference

by 12:00 p.m. EDT on March 26<sup>th</sup>, 2008 to:

Yetta Withrow, President  
Nova Scotia Rowing Association  
400-5516 Spring Garden Road  
Halifax, Nova Scotia  
B3J 1G6

Email: [novascotiarowing@gmail.com](mailto:novascotiarowing@gmail.com)

If funding is approved, all applications will be reviewed carefully to develop a short-list of candidates for interview. The NSRA thanks all those that apply however only those receiving an interview will be contacted.

The successful candidate will be required to submit a criminal background check prior to assuming duties.