

Position: Manager, Player & Coach Development
Position Level: Full Time
Job Posting Date: July 23, 2021
Application Deadline: August 9, 2021
Office Location: 225 Watline Ave., Mississauga, ON L4Z 1P3

The Ontario Women's Hockey Association (OWHA) is the Ontario Provincial Sport Organization (PSO) for Female Hockey in the province of Ontario. The OWHA is a world-leader in the growth and development of Female Hockey with the primary objective of providing programs and opportunities that are based on solid values that support the physical and mental health of participants while enhancing positive life skills and life experiences.

Purpose of Position

The Manager, Player & Coach Development is responsible for the day-to-day administration and execution of certification programs and other initiatives with a focus on athlete development and a positive player experience at all ages and levels of participation.

The job is an administrative position and involves coordinating player, coach and officials training, certification and professional development programs throughout the province, as well as enhancing parent education. The focus is on a values-based program that focusses on positive training in a safe and welcoming environment.

Responsibilities

Player Development

- A strong focus on participation and a positive experience at all ages and levels
- Delivery of programs
- Risk Management and compliance with return to play health and safe protocols
- Integration of physical and mental health awareness strategies
- Build integrated strategies in the areas of diversity and inclusion, women in sport and the prevention of harassment, abuse and racism

Coach Development

- Manage the certification of coaches
- Lead specialty coach training and mentorship focussed on values and ethics

Officiating Development

- Manage the OWHA officiating certification program
- Oversee scheduling

OWHA High Performance Programs

- Manage the OWHA High Performance program that includes players, coaches, trainers, officials and administrators

- Responsible for the administration and management of the OWHA U16 High Performance Program
- Responsible for the administration and management of the OWHA U18 High Performance Program
- Set up and manage camps, fitness training, virtual sessions and other activities

Skills & Qualifications

Strategic & Results Focus

- Proven ability to develop innovative solutions and concrete plans that create value for key stakeholders that deliver on measurable KPIs
- Strong analytical skills including financial management, interpreting research studies and collecting data for strategic insights and action.
- Commitment to the growth and development of Female Hockey.

Building Strategic Relationships

- Strong ability to build strategic relationships with key stakeholders

Communication

- Exceptional written & verbal communication and presentation skills
- Strong conceptual abilities and excellent perseverance to solve problems and adapt solutions across a wide range of communications and implementation challenges

Other Skills

- Experience with writing and applying for grants, building budgets and financial management
- Strong ability to design & build presentations in PowerPoint
- Proactively takes initiative with the ability to work effectively with others and also independently, within tight deadlines and able to adapt to changing deadlines.
- Ability to prioritize multiple deliverables.
- Excellent organizational skills with proficient knowledge of project management
- Knowledge of active risk management practices in all aspects of the job
- Available to work staggered hours, evenings and weekends as necessary
- Have a valid driver's license and ability to transport and lift materials

Qualifications

- A post-secondary education, preferably in business/sport management
- Experience working in a non-profit environment
- Experience in promoting Female Hockey
- Experience in coordinating and executing virtual events and meetings
- Experience in event planning

All interested applicants should apply to jobs@owha.on.ca before August 9, 11:59 am.

Please include Manager, Player & Coach Development in the subject line.

No phone calls please. All decisions of the OWHA Hiring Committee are final.

Only candidates selected for interviews will be contacted.