



JOB DESCRIPTION

Athlete Pathway Manager

(Contract Position, equivalent of 1 day/week)

ABOUT SQUASH CANADA

Founded in 1915, Squash Canada is a non-profit, national sport governing body responsible for the development of athletes, coaches and officials and sets the standards for Canadian squash. Squash Canada is recognized by the Pan-American and World Squash Federations, Sport Canada and the Canadian Olympic Committee, and sends national teams to World Championships, Commonwealth and Pan-Am Games. Each year Squash Canada hosts nine national championships across the country and works with its provincial and territorial partners to promote the growth and development of squash across the country.

IMMEDIATE SUPERVISOR: High Performance Director

LOCATION: Remotely

POSITION OVERVIEW

The Athlete Pathway Manager (APM) is responsible for the planning, management, and execution of athlete pathway and junior development programming ensuring consistent and sustained progression of talented athletes capable of contributing to Squash Canada's international excellence goals.

While the High Performance Director (HPD) is responsible for the overall elite athlete development system, the APM is expected to provide significant input and to serve as the lead manager in implementation of activities identified within the athlete/junior development segment of the system.

KEY RESPONSIBILITIES

1. Athlete/Junior Development Leadership

- Consistent with Squash Canada's Long Term Player Development (LTPD) model, plan, implement and evaluate all elements of the organization's athlete/junior development program to ensure sustainable excellence by Canadian squash athletes
- Document goals and program plans in Squash Canada's strategic, high performance, and annual plans

- Prepare and monitor annual budgets
- Communicate the vision and goals of the athlete/junior development program and the LTPD, serving as a key Squash Canada brand ambassador for athlete development in Canada

2. Athlete Pathway Development

- Work collaboratively with the Provincial Governing Bodies and provide assistance and mentorship with regard to athletes, programs and alignment of athlete development systems
- Deliver athlete pathway/LTPD education for coaches, players, parents and administrators
- Devise and implement a talent identification system
- Develop strategies for further implementation of Squash Canada's LTPD
- Design and oversee delivery of appropriate national, regional, and/or provincial/territorial athlete development camps, clinics and tours
- Lead organization of the Battle of the Border and possibly other domestic developmental competitions
- Develop age/stage appropriate Yearly Training Plan templates as recommended and consistent models

3. Junior National Team Program

- Plan and implement all junior national team activities
- Develop and implement an athlete monitoring system, including oversight of athlete yearly training plans and annual evaluations
- Develop recommended competition plans for Canadian junior players, including promotion and recruitment of junior players for targeted junior international competitions
- Oversee all aspects of team management including athlete and coach selection, preparation plans and logistics for World Junior Championships, Pan American Junior Championships, and other suitable major international junior competitions

4. Partnerships and Relationships

- Develop positive working relationships with Provincial Governing Bodies and development coaches and seek their input and feedback where appropriate.
- Educate and align development coaches in support of a consistent athlete development approach
- Act as Squash Canada's representative on athlete pathway/junior development matters with partners and stakeholders

5. Personnel Management

- Manage and coordinate the activities of all Junior National Team Programs coaches and contractors

- Direct athlete/junior development administrative work to the Squash Canada Program Coordinator

6. Technical Leadership and Support

- Provide support as required to Squash Canada's Road 2 Podium and other fundraising activities and sponsor servicing
- Provide technical support as may be required for Squash Canada's Canadian rankings and junior tournament seeding

QUALIFICATIONS

- Minimum of Squash Canada Level 3 or Competition Development context certification within the National Coaching Certification Program (NCCP), and/or International Equivalent, or a firm commitment to complete such within 12 months of appointment.
- Ideally, a University degree in kinesiology, physical education, physiology, sports science, or sports management discipline
- Proven track record as a coach at the high performance and/or athlete development levels; experience as a high performance player is considered an asset
- Proven record in delivering on strategic objectives and performance targets
- Superior understanding of strategic high performance sport systems
- PASSION and ENTHUSIASM for squash, athlete development and excellence
- Open, transparent, ethical, and professional in all areas of interaction and reporting
- Exceptionally strong leadership and team-building skills
- Ability to work independently, maintain tight work schedules and work flexible hours including possible evenings and weekends. Ability to travel regionally and nationally.
- Excellent communication skills (verbal, written). Proven consultative, facilitation, and decision-making skills with the ability to build positive relationships with colleagues and a wide variety of stakeholders and partners
- Excellent language skills orally and written in English; the ability to work effectively in French is an asset
- Computer literacy with MS Office and email

WORKING CONDITIONS

Part-time contractor, equivalent of 1 day/week with understanding that there will be ebbs and flows of program demands from week to week, but which, over time, equate to the annual equivalent of 1 day per week. The position is to be fulfilled remotely.

DIRECT REPORTS

- Contracted Junior National Team Coaches
- Possible Athlete Development Coaches or contractors engaged to deliver athlete development activities
- While the Squash Canada Programs Coordinator position reports to the Executive Director, this position is structured such that ~35% of their time is devoted to

administrative support of the HPD and APM, and thus the APM must direct appropriate tasks and monitor outputs

COMPENSATION

Compensation is commensurate with experience and qualifications. Applicants are asked state their compensation expectations in a cover letter.

APPLICATION PROCESS

Qualified applicants are to send a resume and cover letter outlining their compensation expectations, experience and why they are suited for this position to dan.wolfenden@squash.ca, subject line Athlete Pathway Manager Position. **Applications will be received up until October 27th, 2017.**

We thank all applicants in advance for their interest in Squash Canada, however only those selected for an interview will be contacted.

Thank you

Squash Canada
www.squash.ca