



**POSTING DATE:** April 4, 2018

**JOB TITLE:** Nancy Greene/U12 Head Coach

**STATUS:** Permanent Part-Time/Seasonal, Salaried

**STARTING DATE:** Starting 2018-19 Season

**OPEN TO INTERNAL CANDIDATES?:** YES

**Job Overview:**

Sunridge Ski Club, based in Edmonton, Alberta, is growing and is seeking an energetic and motivated individual to fill to role as Nancy Greene/U12 Head Coach. Role is part-time and can be done alongside other employment or full time study.

**Reporting Structure:**

Position will report directly to the Alpine Chair.

**Job Description:**

- **NGSL/U12 PROGRAM DELIVERY**
  - Provide technical direction and support to other NG coaches
  - Collaborate with Alpine Chair with coach assignments and changes.
    - Permanent assignments and to cover off absences.
  - To coordinate and assist in training group athlete assignments,
  - Monitor and report to Alpine Chair on training effectiveness and efficiency of athlete placement.
  - Work with coaches to create efficient and effective local training course set plans.
  - Oversee, ensure compliance with, and expedite athlete evaluation process and communication.
  - Oversee, ensure compliance with, and expedite weekly training plan development and communication.
  - If staffing levels allow, the Head Coach will not be assigned a specific training group for the season; but, will rotate, observe, and assist group coaches with planning and on hill training. If there are coach absences, the Head Coach will take over a group when needed.
  - Manage/book training space if required at other venues.
  - Assist in maintaining inventory records of all related program equipment (drills, gates, spare parts, bits, radios, etc.)
  - Assist in recruiting new coaches into the program
  - Organize and conduct on or off snow Professional Development/CSC sessions for NG coaching staff to maintain Licensing status.
  - For away training events:
    - Organize coach travel and logistics in coordination with Program Coordinator.
    - Plan effective training programs at other venues with coaches, resorts, and other Clubs.
- **CLUB COMMUNICATIONS**
  - Be the primary contact point for information flowing to and from the NG coaches to and from the Club via Alpine Chair.
  - Liaise with Nancy Greene Program Coordinators when required:
    - on Program calendar of events,
    - assist in getting timesheets and expenses from NG Coaches,
    - other items

- Attend any necessary meetings:
  - Club (parent/athlete/sponsor/board etc)
  - North Zone/Alberta Alpine/Alpine Canada
- Media
  - Supply multi-media content to Club designates.
- RACE DAYS
  - Act as Team Captain at races when present
    - Attend Team Captains meetings,
    - Organize other coaches,
      - communicate schedules,
      - assign groups,
      - ensure adequate staffing.
    - Delegate Team Captain role for races at which you will not be present.

**What We Offer:**

- A fun, low stress, but competitive atmosphere
- Opportunity to participate in Ski Cross with a dedicated Ski Cross training facility
- Competitive wage
- Young and fun coaching staff
- Easy access to Ski Area via Anthony Henday Fwy
- Dedicated, cooperative, and supportive Executive with Racing and Coaching Experience
- Multiple Post-Secondary Educational Institutions in the area.

**Preferred Skills and Qualifications:**

- Some race experience, minimum 3 years coaching experience, a love of skiing, and a positive developmental demeanor working with kids and the NG coaching staff is required.

**Working Conditions:**

- Athletes train Tues-Thurs-Sat, plus mountain training/races and occasional additional events.
- Additional time required off-snow in planning and organization of coaching staff and training plans.
- Candidate is generally expected to attend all on-snow sessions.

Please visit us at [www.sunridgeskiteam.com](http://www.sunridgeskiteam.com)

Qualified applicants are invited to submit their resume or expression of interest to:

**Jeff Parkes**

Alpine Chair - Sunridge Ski Club

Email: [sunridge.alpine@gmail.com](mailto:sunridge.alpine@gmail.com)

Telephone: 780-554-8168

Thanks for your interest. Posting will remain open until job is filled.