

## Variety Village Flames Head Coach

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<b>Status:</b>	Part-Time Contract
<b>Reports to:</b>	Director, Access, and Awareness
<b>Hours:</b>	25-30 hours per week
<b>Start Date:</b>	September 2023 (1 year contract)
<b>Location:</b>	Variety Village, Scarborough, ON

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### **Who we are:**

Located in southwestern Scarborough, Ontario, Variety Village is an inclusive, adaptive, and family friendly facility serving more than 30,000 individuals each year. Variety Village has had, and continues to have, a profound impact on the lives of people with disabilities and their families. Through adaptive sport and recreation programming, outreach and education, Variety promotes inclusion and healthy living through adapted physical activity.

### **Summary:**

Variety is seeking a dedicated, enthusiastic individual to be responsible for developing the Variety Village Flames into a renowned and prestigious, inclusive team. Through stellar coaching techniques and excellent leadership skills and with support from assistant coaches, the Head Coach will create a growth mindset environment to help swimmers achieve their maximum potential in sport and in life. The coaching staff will work together to build and achieve individual and team goals. The Head Coach is responsible for creating and maintaining a safe environment for all swim team participants and staff.

### **Responsibilities include, but are not limited to:**

#### **Programming**

- Create a fun, positive training environment with a transformational/growth mindset priority;
- Adapt and implement individual based programming including, yearly, monthly, and weekly training plans, based on the athletes' growth and development needs.
- Build a minimum 1:3 ratio for para to able-bodied athletes;
- Create a progression plan for para-athletes from grassroots through high-performance;
- Direct goal setting development and other growth mind set skills;
- Create team, coach, and volunteer schedules.
- Serve as primary coach for Variety Village Flames team;
- Design and maintain a budget as approved by supervising staff;
- Oversee instructions for the Sparks one on one program;
- Proactively establish and maintain excellent swim team parent relations which includes providing appropriate levels of access and communication;
- Recruit, retain, supervise, and mentor effective coaching and volunteer staff; observing practices and provide feedback to both Assistant and Grassroots Coaches; plan and direct staff meetings.
- Administration duties including program development, communication, swim meet coordination and entries, concussion policy requirements, annual team budget, athlete assessments etc.
- Coordinate with dryland coach and Physiotherapist to align programming for both in and out of water;
- Maintain a healthy professional relationship with the Variety Village staff and supervisors, collaborating on strategic planning, marketing, vision, goals, fundraising endeavors, and other key initiatives;
- Assist with media relations to acknowledge and celebrate individual and team achievements;
- Develop and maintain the database of times and records by category (able-bodied age group by time, and para swimmers by age group and points);

- Oversee and provide leadership and support to Assistant Coaches & Grassroots Coaches;
- Support approved fundraising initiatives for the team in strict alignment with Variety fundraising policies;
- Collaborate with management on grant applications;
- Ensure that safety is at the forefront of all activities, in and out of the pool;
- Ensure Variety policies and protocols are adhered to, including, but not limited to, Health & Safety, AODA, Plan to Protect, and Concussion policy requirements;
- Participate in Variety In-Service training sessions and ensure Assistant Coaches also participate;
- Other related duties as required.

### **Competition**

- Plan meet schedules, including coach scheduling for meets.
- Create and oversee athletes' competition schedule at age group/regional/provincial/national levels;
- Coordinate and attend competitions and camps;
- Attend international competitions if selected.

### **Development**

- Participate in leadership roles within Swim Ontario, Swimming Canada etc. to ensure appropriate development and inclusion of para swimming in Ontario;
- Research sport specific and disability specific information to assist in positive outcomes for participants;
- Pursue training, certifications, and continuing development as they relate to the program and position responsibilities.

### **Qualifications and Key Competencies:**

- Certification in CPR, First Aid, AED;
- Hold minimum NCCP Level 2 coaching certificate and working towards Level 3;
- Extensive experience and expertise in pool and swim safety;
- A respectful, positive, growth mindset approach to coaching;
- Expertise and passion for working with individuals with a disability;
- Ability to adapt to the abilities of the individual;
- Experience as an Assistant or Head Coach;
- Member of the Ontario Swim Coaches Association an asset;
- Experience with HyTec, Meet Manager or Team Unify;
- Strong communication, interpersonal and organizational skills;
- Ability to lead and set a positive working relationship with staff and volunteers;
- Flexible and adaptable approach to work.

Interested applicants should submit their **covering letter including salary expectations and resume** to the email below by **September 4, 2023**. Please note that selected applicants will be required to participate in a multi-step interview process. A criminal check will also be required. Interested individuals should submit their application to:

[humanresources@varietyontario.ca](mailto:humanresources@varietyontario.ca)

*Please note that requests for accommodation can be made at any stage of the recruitment process providing the applicant has met the requirements outlined in the job posting. Applicants should make their requirements known when contacted.*

*We thank all applicants in advance and advise that only those selected for an interview will be contacted.*

*For more information visit [www.varietyvillage.ca](http://www.varietyvillage.ca)*