



CKC Men's Kayak Coach

JOB DESCRIPTION

A. General Description

This is a permanent position, based in Canoe Kayak Canada's Montreal National Training Centre. The intended start date of this position is October 1st, 2022.

As a reflection of CKC's commitment to Inclusion, as one of the core values committed to in our 2024 Strategic Plan, we continue to look to fill technical roles within our organization with individuals from underrepresented groups within our technical leadership team. Furthermore, our commitment to adherence to our Safe Sport standards and policies often requires key persons of authority who identify as Male and Female in coaching situations. Any and all questions about this permanent position should be directed to Ian Mortimer, Chief Technical Officer – imortimer@canoekayak.ca

The **CKC Men's Kayak Coach** hereinafter referred to as "The Coach" is part of a coaching team responsible for the development of sprint racing member athletes capable of achieving world-class performances while contributing to the physical, psychological and social development of each athlete entrusted into their care. This position will be based out of Montreal, Quebec at the National Training Center and requires extensive travel to meet international training and competition commitments.

B. Organizational Scope

The Coach, in consultation with the National Team Head Coach (HC) and as directed by the Chief Technical Officer (CTO) will lead the delivery of a national team



training and competition plan within the bounds of approved policy and the annual operating budget for the association.

C. Reporting Structure

The Coach shall work under the direct supervision of the HC. The Coach also is accountable to and reports to the CTO.

D. Specific Responsibilities

- Collaborates with the HC in the design, content, implementation and the results of a comprehensive competition, training and monitoring program for the athletes for which he/she has been entrusted. The program should promote the consistent and continuing development of Canadian performances and the achievement of specific performance objectives in Olympic Games, World Championships and other major international regattas.
- The Coach will hold the athletes entrusted to them accountable for following the NT Program, and encourage and motivate the athletes to execute in a professional and World Class manner in the Daily Training Environment.
- Will have a thorough understanding of the scientific basis of training and peaking for performance and will take advantage of all opportunities to develop this knowledge. To this end, The Coach will be responsible for the completion of all available levels of the CAC National Coaching Certification Program, both technical and theory, or their equivalents.



- The Coach is obliged to work within the policies and procedures established by the High Performance Committee and Canoe Kayak Canada (CKC).
- The Coach will work with the CTO on a regular basis to seek and provide information needed for the administration of all high performance system activities. The CTO is the chief administrator of the high performance system and must be consulted on all administrative and budgetary matters.
- The Coach will work with the HC, to seek and provide the information needed for the ongoing delivery of technical programs.
- The Coach may, from time to time, be asked to communicate with regatta organizers, National Coaches of other federations, and national sponsors to secure the best possible conditions for the National Team. Official communication between CKC and other external agencies and sponsors shall always be through the National Office.
- The position is one of high public visibility and as such it is imperative that the Coach represents CKC, its athletes, staff, volunteers and sponsors in a positive fashion at all times.
- Assists in the planning, implementation, monitoring and evaluation of athlete training and preparation for competition.
- Leads in the organization and direction of training and competitive activities of the athletes for which they are assigned. Controls these activities when athletes are under his/her direct responsibility.



- Assists the HC in the preparation of athlete training programs. Discusses these programs with the athletes and monitors their training as directed.
- Assists the HC in establishing sport science testing programs to ensure regular physiological, psychological, medical, and technical monitoring of training programs in conjunction with the IST established with the INSQ by CKC for the relevant training groups and athletes supported
- Assists the HC establishing controls to monitor the progress of athlete training.
- Establishes regular communication with athletes and their coaches in the off-season and between projects.
- Collaborates with the HC in identifying clear objectives for competitions and training camps and when directed communicates these to the athletes.
- Contributes in conjunction with the HC/NDC to the development, implementation and analysis of National Team Programs consistent with the objectives established in the high performance quadrennial plan.
- Assists the HC in the evaluation and selection of athletes who will constitute the national team according to published criteria.
- Assists the HC to prepare annual program plans that identify competitions and training camps and when directed communicates this information to the athletes.
- Assists the HC prepare annual program plans which identify competitions, training camps, the number of athletes and required equipment for the purpose of budget preparation.



- Ensures written technical and financial reports are submitted as directed to the HC or the CTO on all projects (competitions, camps, etc.).
- Assists the HC in establishing standards for and monitoring individual and team behavior and communicates this information to athletes and team personnel as directed by the NDC or the CTO.
- Collaborates in the operation of the high performance training center and collaborate with the Institut national du sport du Québec .
- Assists the HC and the Senior Manager High Performance Operations in the financial management and reporting of expenses of the National Team Centre as required.
- Assists the HC and the CTO as required to liaise with provincial/divisional/club and personal coaches of athletes.
- Participation as directed in the general decision-making and management operations of CKC.
- Attends, when requested, High Performance Committee, Sprint Racing Council and Annual General meetings.
- When appropriate, promotes the national team program to CKC membership, corporate sponsors and the general public.
- Performs such other duties as may, from time to time, be requested by the HC and/or the CTO in order to best ensure the realization of the high performance plan objectives.



E. Travel

The Coach will be required to travel extensively to support the National Team program both in Canada and internationally. This includes extended time away from home at warm weather training camps and international competitions.

F. Qualifications

Education

- The successful candidate will have a degree in a related field or equivalent.
- Be a certified Competition Development National Coaching Certification Program coach or hold an equivalent national coaching qualification
- Be willing to engage in continuing education including registration in Advanced Coaching Diploma of the National Coaching Certification Program

Skills / Background

- Be a coach with a successful track record of coaching athletes to the national and / or international level and / or extensive international experience as an athlete.
- Be comfortable and enthusiastic in delivering programming as part of a team in close collaboration with other coaches and IST, with the HC making final decisions on programming, entries and other key technical decisions.
- Show evidence of working effectively within a team, possessing excellent planning, interpersonal, management and organizational skills, and can motivate and inspire others
- Have good written and oral communication skills
- The ability to work in both official languages is considered an asset



**CANOE KAYAK
CANADA**

It's Who **We Are.**
C'est **Notre Nature.**

- Evidence of the ability to think innovatively and use experience and knowledge from other sports or fields to accomplish excellence
- Key personal qualities include adaptability, commitment, drive, innovation
- Strong computer literacy and coaching software