



---

## Head Coach Employment Opportunity

---

<b>Job Title:</b>	<b>Competitive Head Coach</b>
<b>Report to:</b>	<b>Board of Directors</b>
<b>Status:</b>	<b>Full or Part-Time</b>
<b>Start:</b>	<b>Spring 2019 (or sooner)</b>
<b>Salary:</b>	<b>Negotiable based on qualifications and experience</b>
<b>Location:</b>	<b>Ottawa, primary pools in Nepean and Barrhaven</b>
<b>Website:</b>	<b><a href="https://nepeansynchro.com/">https://nepeansynchro.com/</a></b>

---

*Nepean Synchro is a not-for-profit sports club, serving Ottawa and surrounding area and run by a volunteer parent Executive Committee. Our club offers programs to meet the needs of swimmers with varied levels of ability and commitment. The values our swimmers develop include teamwork, discipline, and respect. The club aims to foster a love of sport and develop invaluable leadership skills.*

### **Summary:**

Our coaches play an integral part in the success of our athletes and club thanks to their enthusiasm, dedication and passion and thus we are looking to welcome a dynamic and motivated individual to join and lead this team.

### **Major Duties and Responsibilities include, but not limited to:**

- developing and overseeing the implementation of the training for the Competitive Program, in keeping with the club mission and mandate;
- mentoring competitive coaches;
- leading the formation of competitive teams, as well as identifying athletes for solo and duet routines;

- identifying athletes from the Recreational Program with potential to join the Competitive Program;
- collaborating with:
  - the Lead Coach for the Recreational/Novice program,
  - volunteer coordinators and
  - Executive Committee members
- attending monthly Executive Committee meetings;
- adhering to the clubs policies and procedures;
- attending all competitive competitions during the season;
- additional administrative duties, which may be dependent on Full- or Part-time employment

For a more detailed job description or for any inquiries, please contact Fletcher Cudmore at [president@nepeansynchro.com](mailto:president@nepeansynchro.com).

### **Qualifications and Attributes:**

- Minimum NCCP Competition Introduction, Competition Development preferred
- First Aid and CPR certifications
- Current NLS certification an asset
- Current Level 3 Police Record Check
- Be a mature, knowledgeable and experienced coach with proven leadership skills
- Strong administration and organizational skills
- Strong written and oral communication skills
- Computer proficiency(ex. Word, Excel, Powerpoint) an asset
- Flexible work schedule

### **Application Process:**

Applications must be submitted not later than **January 13, 2019** and sent to Fletcher Cudmore at [president@nepeansynchro.com](mailto:president@nepeansynchro.com).

Applications must include a resume and cover letter. The cover letter should indicate what you would bring to the position of Head Coach for our club and your coaching goals for that position.

References will be requested of all applicants invited for interviews.

All application information will be treated confidentially.

*We thank all applicants for their interest; however only those selected for an interview will be contacted by January 20th, 2019.*