



North Shore Winter Club

Director of Minor Hockey Operations

Job Profile

Key objective:

To establish the North Shore Winter Club's reputation as the premier minor hockey program in Canada by developing exceptional standards of operation for the deliverance of the Club's Minor Hockey Programs. Build out a Hockey Training center focused on Club Development model that maximizes revenue streams and Member satisfaction for the Club.

Key Deliverances:

Provide exceptional hockey programs that meet and exceed our members' expectations to ensure we maintain the Club's tradition of producing high-performance hockey players, to satisfy the need for a well-executed recreational program, to help drive incremental revenue, and to attract the best available talent to the Club.

Responsibilities:

1. Oversee and direct the day-to-day operations of all Minor Hockey Programs; including ongoing program design, planning and delivery.
2. Liase with the Minor Hockey Committee to ensure we meet association guidelines, to promote increased participation in a fun and safe environment, to offer individual skill and team development, and to provide a fair and equitable annual try-outs program.
3. Manage referee and coaching selection, and ongoing mentorship, with a focus on developing referees in-house and on attracting the best available coaches and skill development contractors in the Lower Mainland.
4. Develop community-based programs that are open to the public in order to showcase the Club to potential new members and to attract high-performance athletes.
5. Organize all administrative duties such as the annual awards banquets, ice scheduling, in-house tournaments, and our spring 3-on-3 hockey league.
6. Design and deliver first-rate summer camp programs for high-performance and recreational development.
7. Work closely with Female Hockey, in a supervisory capacity, to ensure our female hockey participants receive equitable attention and similar opportunities as our Minor Hockey Program.
8. Work towards and successfully run Athletic Academic models such as PEAK and potential Academy Model.

Duties:

1. Design of all related program materials for publication and training.
2. Purchase required equipment and uniforms for leagues and programs.
3. Performance assessments of coaching staff and skill development contractors.

4. Provide accurate data for annual budget.
5. Oversee the delivery of private lessons for members.
6. Liaise with the Senior Men's Hockey Committee representative.

Skills and Knowledge:

1. Ability to communicate effectively both verbally and written.
2. Ability to respond to difficult situations in a positive and professional manner.
3. Excellent time management skills.
4. A passion for delivering the best minor hockey program in Canada.
5. A flexible schedule that can accommodate weekend and evening demands.

Qualifications:

1. Post-secondary education in Business or Sport Management Administration, or the equivalent in 5+ years of related professional experience.
2. NCCP High Performance 1 RIS Coaching Certification.
3. Having played and/or coached at the Major Midget and Major Junior level or higher will be consider an additional asset but is not required.
4. Having professional or high-level contacts within the hockey community who could support the development of the Club's Minor Hockey Program would also be an additional asset but is not required.

Applications for the position should send resumes and expressions of interest to david@nswc.ca

Deadline to apply is November 21st 2014.