



Bicycle Nova Scotia Job Posting:

Part Time Provincial Team Coach

January 29th 2018

Bicycle Nova Scotia is the provincial organization representing all cyclists, including competition, recreation and transportation. Our goal is to grow all types of cycling in Nova Scotia, with a view towards increasing participation across the sport as well as growing active transportation.

Bicycle Nova Scotia is accepting applications for a **Part-Time Provincial Team Coach** to establish, direct, and coach the provincial performance/development cycling team. The position is estimated at 20hrs/week with the concentration of working hours taking place during the cycling season on evenings/weekends. This is a 1-year contract with the possibility of renewal pending further grant approval. Detailed descriptions of the position, as well as remuneration, are provided below.

Application period closes **February 5, 2018** with the successful applicant being appointed by **February 9**. Candidates may be requested to attend an interview once the screening process has been complete.

The interested candidate must:

- Be certified under the National Coaching Certification Program to at least Level 3 (Theory, Technical and Practical), or the equivalent in the new NCCP, to at least NCCP Competition – Development (Certified).
- Pass police criminal record check and vulnerable person search
- Have a valid driver's license
- Current First-aid and CPR certification
- At least 1 year experience coaching youth and programming training
- Strong organizational skills
- Driven and able to work independently

Additional desired qualities considered an asset:

- Experience working at the National level: Canada Cups, National Championships, Canada Games
- Experience working with Bicycle Nova Scotia
- Experience running projects, developing budgets, completing reporting documents
- Bilingual
- Coaching Facilitator training
- Post-Secondary Education



The duties and responsibilities of the Provincial Team Coach include, but are not limited to:

1. Manage and provide training opportunities to the Provincial development and performance team, including daily coaching, weekly training, and quarterly development camps.
2. Conduct testing and evaluation with athletes.
3. Travel within and outside the province to carry out the responsibilities necessary to facilitate athlete development through camps and projects.
4. Work closely with volunteers, clubs, and future coaches to provide training opportunities and mentorship.
5. Develop and manage program budget, secure funding resources, and collect fees.
6. Maintain accurate reports on all related programs, clinics, camps, and competition results to meet BNS reporting requirements.
7. Manage selection and growth of the provincial performance team athletes.
8. Work closely with the High Performance Committee to ensure all objectives of the Bicycle Nova Scotia's High Performance Plan are met.

Salary: \$20,000, 1-year contract

Deadline for Application is: **February 5, 2018**

Application Process:

Interested coaches must submit **cover letter and coaching resume** to: Bicycle Nova Scotia, 5516 Spring Garden Road Halifax, NS, B3J 1G6, or email BNS Competition President, lola doucet:

lola.doucet@bicycle.ns.ca.

Bicycle Nova Scotia is committed to equitable hiring practices that allow us to hire qualified staff who reflect the full diversity of bicycling in Nova Scotia. Applications will be evaluated by the Bicycle Nova Scotia Board of Directors hiring committee.