



**BC Wheelchair Sports Association Coaching Contract Available**

**Position:** BC WC Tennis Provincial Team Coach (Part-time)

**Term:** April 2019 to March 2020 with possibility of renewal

**Application Deadline:** Friday February 15<sup>th</sup> at 5:00 pm

**Application Submission:** Gail Hamamoto, Executive Director via email [gail@bcwheelchairsports.com](mailto:gail@bcwheelchairsports.com). Only individuals invited to interview will be contacted.

**Key Areas of Responsibility:**

- Provincial Program Plan – Work with the Program Coordinator to develop and deliver an overall program plan for the BC WC Tennis Provincial Team Program.
  - Work with the Program Coordinator to ensure that all deliverables set by program funders and partners are planned for, met and exceeded
  - Provide input into the BCWSA Athlete Assistance Program
  - Set Provincial Team and Targeted Athlete Selection Criteria
  - Work with and provide leadership to other coaches in the provincial team program to align overall program delivery
  - Liaise and partner with Tennis Canada to ensure a seamless athlete development pathway
  - Create a culture of excellence within the Provincial Team Program
  
- Targeted Athlete Development – Manage the development and evaluation of targeted athletes as they pursue excellence in the competitive and training environment. Support the identification and development of new athletes who have the ability to impact the Provincial Team, and National Team program in the future.
  - Create and implement Yearly Training Plans and Individualized Training Plans
  - Coordinate and maintain communication with performance enhancement services and para-medical services
  - Work with Program Coordinator to set, record, and report on key performance indicators. Keep regular meetings with Program Coordinator to review the progress of targeted athletes
  - Schedule and attend regional training environment sessions as appropriate
  - Work with regional coaches to identify emerging athletes in their programs

- Deliver Provincial Team Camps including annual Provincial Team Selection Camp
  - Support Bridging the Gap development initiatives where appropriate (Have a Go Days, awareness events, and Jr. Sport Camp)
  - Work with strategic partners to recruit and develop new athletes (GF Strong, SCI-BC, other sport organizations etc.)
- Competition– Deliver an annual competitive schedule for the Provincial Team and Provincial Development Team. Support planning and implementation of local competitive opportunities including the Provincial League, Tennis BC Summer Series Tournaments, and BC ITF Events. Prepare players for competition and ensure peak performance at National Championships and other designated provincial team events.
  - Communication, Reporting, and Event Support – Assist the Program Coordinator with supporting data for general reporting. Attend meetings as required and maintain regular communication with targeted athletes, regional coaches and Provincial Team athletes regarding, Anti-Doping, YTP and ITP's, etc. Assist with key areas of Vancouver International and Kamloops Legacy Games tournaments as required.
  - Professional Development – Submit an annual professional development plan in consultation with Program Coordinator, including; Attend Canadian Sport Institute Pacific sessions (1 per year minimum), and a Concussion Education Seminar in the first year of the contract (one every 2 years upon renewal of this contract)

**Experience and Qualifications:**

- Excellent communication skills – verbal and written
- Strong time management and organizational skills
- Able to work independently and as part of a team
- Minimum of certified Club Pro 1 or have a plan in place to achieve this within an agreed timeframe (higher-level certifications preferred)
- Must have completed the Tennis Canada Wheelchair Tennis Instructors Course
- Experience with yearly training plans, athlete periodization and performance planning
- Experience working with athletes with a disability an asset
- Strong administrative skills including: Word, Excel and Power Point
- Experience with video analysis tools an asset
- Experience in working with sport science and medicine practitioners an asset

**Hours and Availability:**

- The Provincial Team Coach should be prepared to work in the BCWSA office the equivalent of 1 day per week in addition to 2 on-court sessions per week. The successful candidate should also be prepared to work evenings and weekends as required in order to attend competitions, and deliver camps, programs and regional outreach. This will be based on an agreed upon work plan.

**Remuneration:**

- Commensurate with experience based on part time hours

**Other Information:**

- Contract employees of BC Wheelchair Sports Association must be aware that they will be acting as an ambassador for the association within the Province and on the National stage. It is important to exhibit professional conduct at all times while representing BCWSA. Coaches are required to sign a code of conduct and acceptance of the positions is contingent on results of a criminal record check.

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