



## **TRACK & FIELD / ROAD RUNNING / CROSS COUNTRY**

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### **Athletics Manitoba Provincial Coach**

Athletics Manitoba is a not-for-profit provincial sport organization responsible for the development and promotion of the sports of Athletics in Manitoba, including track & field, road running and cross country. Athletics Manitoba is currently seeking a Provincial Coach as part of a shared position. The ideal candidate will be at least a Level 3 NCCP Track & Field Coach, have other sources of coaching income, be familiar with the sport system in Manitoba including Athletics Manitoba High Performance and Provincial Teams, Coaching Manitoba and the NCCP, and actively involved with High Performance athletes. Must be familiar with Athletics Canada and the national sport system. Must have strong computer skills and have experience in working with volunteers, Games teams, parents and athletes.

#### **Position Responsibilities:**

##### **Athlete Management:**

- Identify, recruit and act as contact for Manitoba high performance athletes inside and outside of the province.
- Assist in tracking athlete results
- Communicate and act as a resource for International, National and Provincial programs, teams and opportunities for athletes & their personal coaches.

##### **Coach Management:**

- Act as coordinator/contact for coaching related programs, opportunities, grants, teams and selections for coaches.
- Identify, recruit and act as a contact for Manitoba coaches.
- Act as Chair of the Coaches Committee and represent this committee on the Athletics Manitoba Board of Directors.
- Assist in the planning & coordination of annual Coaching Development and NCCP clinics, seminars and workshops within Manitoba, and act as a resource for out of province opportunities.

##### **Provincial Team Management:**

- Direct the planning and coordination of Provincial Team activities, including coach / manager recruitment, development of criteria, etc.
- Assist in the submission of provincial team grant proposals, including budget development
- Ensure continuity of Provincial Team programs from year to year, including Games preparation, Juvenile Team and other competition projects.

##### **Technical Duties:**

- Act as liaison on technical issues for competitions and team events, both nationally and provincially.

##### **Partnership Duties:**

- Athletics Manitoba Provincial Coach duties will not exceed 25 hours per week
- Coach will fulfill role of active coach with athletes from their Club or Team

The Provincial Coach is a shared position, a minimum 18.75 per week (half time) up to 37.5 hours per week (full time,) and will be determined by the level of financial contribution of partners. Salary is based on a \$30,000 per annum for full time hours, dependant upon confirmation of contributions from supporting (Club) and funding partners (Sport Manitoba High Performance Coaches Employment Assistance Program.) Applicants, if contacted for an interview, will be asked to provide letters of commitment / confirmation of coaching income by their club/team. Application deadline is **July 14, 2006**. Only successful candidates will be contacted. Please send resume to:

##### **Selection Committee**

Athletics Manitoba

200 Main Street Winnipeg, MB R3C 4M2

Fax: 925-5792, Attention: Athletics Manitoba

Email (in PDF or Word): [athleticsmb@shaw.ca](mailto:athleticsmb@shaw.ca)