

CYCLING COACH POSITION

1.0 IDENTIFICATION

- 1.1 Title: Development coach at the National Cycling Center – Bromont (NCCB)
Head coach of the Sport-Études cycling programs
- 1.2 Nature of job: Professional, contractual full time
- 1.3 Duration of Contract: 5 months, renewable on September 1st, 2010, for one year
- 1.4 Work schedule: 40 hours per week, distributed over daytime, evenings and week-ends
- 1.5 Immediate Supervisor: General Manager of the NCCB
- 1.6 Salary: Salary commensurate with qualifications and experience

Resume of tasks and responsibilities

To develop, implement and carry out initiation and development programs in such fields as BMX, Mountain bike and Road and Track cycling. These programs will be executed in schools, municipalities and in private settings, either at or around the NCCB.

To coordinate the High Performance sector of NCCB activities through collaboration with cycling clubs associated with the NCCB.

To coach athletes registered in the High Performance programs of NCCB affiliated clubs

To coach athletes registered in school-related programs (Sport-Études, Sport-Intensif).

2.0 RESPONSIBILITIES AND TASKS - SCHOOL PROGRAMS COACH

2.1 Educational content and Teaching

- 2.1.1 Puts together lesson plans and educational content specific to cycling programs.
- 2.1.2 Sets learning goals and establishes the athlete progression based on the Long Term Athlete Development model.
- 2.1.3 Presents lesson plans to the NCCB General Manager for approval.
- 2.1.4 Holds information sessions for athletes and their parents with regards to school-related cycling programs (September and January).
- 2.1.5 Facilitates learning by holding theory and practical cycling sessions.

2.2 Coaching

- 2.2.1 Establishes goals and progression plans with each athlete.
- 2.2.2 Plans and conducts training sessions (ie. On-bike sessions, strength and conditioning sessions, cross training sessions).
- 2.2.3 Conducts testing sessions to evaluate general and specific fitness levels in order to monitor athletes' level and progression.
- 2.2.4 Advises the athletes on training, preparation and racing techniques.

2.3 Evaluation

- 2.3.1 Creates and manages an academic report for each athlete.
- 2.3.2 Produces a monthly report including evaluation measures (ie. appreciation and quantitative measures.).
- 2.3.3 Hands out monthly reports to the athletes and to the General Manager.

2.4 Training Schedules

- 2.4.1 Creates the year's training schedule, including theory and practice sessions, for both Sport-Études and Sport-Intensif.
- 2.4.2 Adapts training schedules to program goals and to the FQSC competition schedule.

2.5 Schools

- 2.5.1 Collaborates with the school's associated staff to help the athletes reach their academic standards.
- 2.5.3 Collaborates on the program's promotion and recruitment processes.

3.0 RESPONSIBILITIES AND TASKS - DEVELOPMENT COACH

3.1 Initiation and Development

- 3.1.1 Develops and conducts initiation and development programs and activities related to the Long Term Athlete Development model created by the FQSC and the CCA.
- 3.1.2 Develops and conducts initiation and development programs and activities in schools at and around the NCCB.
- 3.1.3 Coordinates and conducts NCCB programs regarding cycling camps (day camps).
- 3.1.4 Coordinates and conducts NCCB programs regarding winter training sessions.
- 3.1.5 Participates in talent identification and promotional activities.
- 3.1.6 Helps organize events held at the NCCB.

3.1.7 Acts as supervisor for assistant coaches hired for various cycling programs held at the NCCB.

3.2 Sports Management

3.2.1 The NCCB General Manager will oversee the selection of projects to be completed by the coach.

3.2.2 Presents income and expense budgets to the General Manager, in due form.

3.2.3 Puts together and implements a code of conduct as well as selection criteria.

3.2.4 Produces and presents to the General Manager a report in which athletes' performance is evaluated.

3.3 Miscellaneous

3.3.1 Responsible for maintenance of the NCCB's cycling-specific equipment.

4.0 JOB REQUIREMENTS

4.1 Academics

- University graduate in exercise science, physical education, kinesiology or any related field. Exceptional experience could replace the lack of Academic competency.
- The candidate must be Level 3 Certified by the National Coaching Certification Program (NCCP) with a strong experience in mountain biking. If the candidate does not meet the requirement, he or she will have to be certified within the first year of contract.

4.2 Experience

- At least 3 years as a cycling coach
- Strong experience working with volunteers

4.3 Specific knowledge

- Good knowledge of Provincial cycling structures
- Good spoken and written language skills: excellence in French, functional in English

4.4 Personal attributes

- Comfortable and productive under minimal supervision
- Strong leadership abilities
- Efficient structuring and organisation of workloads
- Sense of responsibility
- Strong sense of the marketing and commercialization of cycling
- Strong sense of human and public relations
- Availability
- Strongly team-oriented

In order to apply for this position or to learn more, please contact us at the following coordinates:
RD@ISEmanagement.ca or by fax to: 450-534-1563

National Cycling Center - Bromont



We appreciate every and all applications; however, we will only be contacting chosen candidates.