



## POSITION PROFILE

### JOB INFORMATION

Job Title	Community Coach (1 position)
Organization	Volleyball BC
Reports to	Okanagan Regional Manager
Work Type	Temporary. Up to 10 hours per week for up to 12 weeks.
Hourly Wage	\$25/hr
Start Date	September 14th 2022
Closing Date	Competition will remain open until 5:00 PM PDT, Monday September 12th 2022

### JOB OVERVIEW

Volleyball BC is the provincial sport governing body that actively encourages participation and fosters the development of volleyball in BC.

VBC delivers multiple youth programs for the Cities of Kelowna and West Kelowna. We are looking for an enthusiastic, qualified individual to coach our community programs. Successful candidates will be outgoing, responsible, self-motivated and strong team players. Staff must be available to work during the specific program times as well as occasional remote office hours. This position requires the ability to work at various locations throughout Kelowna and West Kelowna. Duties will include working indoors in recreational facilities & gymnasiums, lifting heavy sporting equipment, coaching & supervising youth athletes, and interacting with parents, staff, & volunteers.

### ROLES AND RESPONSIBILITIES

#### 1. Duties

- **Deliver community youth programming including Smashball and Train & Play:** coaching youth athletes, ensuring health and safety of all participants, equipment set-up & take-down, reporting program information.
- **Complete training through Volleyball Canada and the NCCP:** SafeSport, Making Head Way, Community Volleyball Coaching, and other courses as required.
- Communication with our partner organizations, the City of Kelowna and City of West Kelowna.
- Adherence to facility policies and procedures.
- Adherence to COVID-19 safety policies and procedures.

#### 2. Working Conditions

- Primary working locations will be in-person at indoor recreation facilities such as gymnasiums, and remotely from the employee's home office:
  - Must have access to a suitable home office space.
  - While working at indoor facilities, there will be direct exposure to loud noise due to live sports and music in an enclosed area.
- Required to travel throughout the Okanagan with volleyball equipment – access to a personal vehicle is preferred.

## QUALIFICATIONS

### 1. Required Knowledge, Skills, Abilities:

- Knowledge of volleyball, including technical skills, games, and training activities.
- Strong communication and interpersonal skills;
- Willing to work specific times at various locations around Kelowna and West Kelowna;
  - Sundays from 10am to 12pm
  - Mondays from 4pm to 6pm
  - Tuesdays from 5pm to 7pm
  - Thursdays from 5:45pm to 8:45pm
- Proactive and friendly attitude;
- Good organizational and administrative skills;
- Ability to repeatedly lift 50 lbs to waist height (role requires the ability to maneuver large and heavy equipment);
- English required;

### 2. Training and Experience:

- NCCP training or certification is considered an asset.
- Completion of post-secondary courses in relevant field is considered an asset (i.e., sport administration, kinesiology, marketing, communication);
- Event coordination, customer service and staff supervisory experience are considered an asset;
- Experience with webpage and social media management is considered an asset.

### 3. Licenses, Certificates and Registrations:

- Valid Class 5 Drivers License issued in British Columbia required;
- Completion and maintenance of clear Criminal Record Check required;
- Any Long-Term Athlete Development (LTAD) and/or Physical Literacy training is considered an asset;
- First-Aid and CPR training is considered an asset.

## APPLICATION DETAILS

Please forward cover-letter and resume to Fraser McIntosh at [okanagan@volleyballbc.org](mailto:okanagan@volleyballbc.org) by 5:00 PM PDT on Monday, September 12th, 2022.

*We wish to thank all applicants for their interest; however only those invited to interview will be contacted.*

