

Valley Royals Track and Field Club

Position: JD Lead Coach and Special Events Coordinator

Job Type: Part-Time (10-15hrs per week)



Role Description:

The Valley Royals Track and Field Club seeks a passionate and organized individual to take on the role of **Junior Development Lead Coach and Special Events Coordinator**. As an organization, we exist to see the power of athletics enriching the lives of our athletes, coaches, and community. We have been helping facilitate high-level athletics programming in the Fraser Valley since our founding in 1980. The role of JD Lead Coach and Special Events Coordinator would play a significant part in our mission of serving the next generation of young athletes by giving leadership to both our spring and fall Junior Development Program as well as coordinating our Fall Cross Country Grand Prix.

Key Responsibilities:

- Collaborating with the other lead coaches in our club, coordinate and supervise both our fall cross country and spring JD programming, monitoring athlete performance and ensuring a balance of fun, technical proficiency, and community building.
- Following the Canada Sport for Life guidelines, develop and implement age-appropriate training programs for both our cross-country and track-and-field JD programming.
- Attend all necessary cross country and track and field meets during the competitive season, ensuring adequate volunteer attendance and athlete support. (travel reimbursements provided)
- Working with the club admin, recruit and train young JD coaches to help facilitate the JD programming.
- Communicate effectively with athletes, parents, and school administration for all JD and Grand Prix Coordination.
- Communicate effectively with our board of directors and attend regular board meetings, submitting reports every month.
- Participate in all Valley Royals events as needed and time allows.

Programming Schedule:

- **Fall:**
 - JD Cross Country: 3 sessions per week during the cross country season (September - November)
 - Grand Prix: 3 Races in the fall during the elementary and middle school cross-country season (end of September to mid-October)
 - 4-5 meets a season, normally on the weekends.
- **Spring:**
 - 3 sessions per week during the track season. April - July.
 - 6-7 meets per season, normally on weekends.
 - Opportunity for summer camp as time allows.
- **OFF season:**
 - Planning and coordinating as needed. Flexible schedule.

Reporting Structure:

- The JD Lead Coach and Special Events Coordinator would report directly to the board for all matters of supervision, direction, and compensation. Written reports will be submitted on a monthly basis with regular board meeting attendance requested.
- The JD Lead Coach would work collaboratively with the other lead coaches in the club to ensure training continuity and organizational cohesion.
- A mentor will be provided for the position's first year to help encourage and develop leadership and technical track knowledge.

Qualifications:

- Previous coaching or athlete experience in track and field or relevant athletics.
- Strong knowledge of track and field techniques and training methods.
- Ability to motivate and inspire athletes.
- Excellent communication and organizational skills.
- First Aid/CPR certification is an asset.
- A Criminal Record Check/Vulnerable Sector Check is mandatory.
- Safesport (online training) is mandatory and must be completed before the beginning of the contract.
- Certification in Making Ethical Decisions and Athletics Canada Sport Coach, Club Coach,
- Performance Coach or Run Jump Throw Wheel are an asset. Certification/Training will be provided to a qualified candidate.

Compensation and Benefits:

- \$600 per month volunteer amount/stipend.
- Fees waived for children of the coach
- Flexible schedule.
- Travel reimbursements as needed and permitted by the annual budget.

How to Apply:

Interested candidates should submit a resume and cover letter detailing their coaching experience and philosophy to club admin dcmauley@hotmail.ca and club president fsutherland107@gmail.com

Join us in shaping the future of our student-athletes and fostering a love for track and field!