



2001A – 3713 Kensington Avenue
Burnaby, BC, V5B 0A7
604-333-3616

Education & Youth Development Coordinator

Curl BC

Striving to support clubs throughout British Columbia, Curl BC continuously advances participation, competition and performance excellence in curling as an active, fun and social sport for life. Our offices are located on Kensington Avenue in Burnaby, formerly the site of Fortius Sport & Health and now owned and operated by the City of Burnaby.

Job Description

Working closely with key staff and volunteers, the Education & Youth Development Coordinator will be responsible for coach, ice technician, and officiating training and development programs. The Coordinator will oversee the training, implementation, and reporting of Curl BC's youth development programs for member clubs. The coordinator will be responsible for the delivery of youth camps in BC including; the Rockslide Summer Curling Camp, Rockslide Rumbles, and Podium Prep Camp. The coordinator will collaborate with the Membership Services Manager to deliver adaptive and inclusive community events.

Major Areas of Responsibility

Coach Training & Development

- Coordinate with Curl BC's Coach Development Coordinator, Coach Developers and curling centre managers in delivering National Coaching Certificate Program (NCCP) courses and evaluations.
- Plan and deliver professional development and mentorship opportunities for coaches in BC.
- Record coach training and development events into the NCCP's Locker and BC Sport Information system.
- Act as primary contact to Curling Canada and Coaches Association of Canada for the NCCP program and general coaching inquiries.

Ice Technician Training & Development

- Work with the Provincial Ice Technician Team to provide training courses and development opportunities for ice technicians.
- Report ice technician training events to Curling Canada.
- Maintain the Ice Technician Database.
- Collaborate with Technical Safety BC and Recreation Facilities Association of BC on projects and development opportunities.

Officiating Training & Development

- Oversee online and in-person officiating training for Level 1 and Level 2 officials.
- Maintain the officiating database with trained and certified officials.
- Report officiating training and certification to Curling Canada.
- Work with Provincial Officiating Coordinator, Officiating Course Conductors and curling centres to provide officiating mentorship and development opportunities.

Youth Development Programs

Oversee the training, implementation, and reporting for the following youth programs in BC:

- BC Youth Development Program
- BC Skill Awards
- Passion Curling Programs (U12 Blizzard & U15-U21)
- Hit Draw Tap
- Singles
- Podium Prep Program
- Rockslide Rumble Camps & Summer Curling Camp

Adaptive and Inclusive Programs

- Collaborate with the Membership Services Manager to develop and deliver adaptive and inclusive programs in member clubs.
- Explore further grant and funding opportunities and maintain budget.

Qualifications

- Bachelor's degree or related diploma.
- Three years of relevant experience.
- Strong interpersonal and communication skills, and a proven team player.
- Experience in program development, implementation and/or evaluation.
- Experience in event planning and delivery.
- Experience in the sport sector in BC.
- Strong organizational skills and detail oriented.
- Proven ability to work independently.
- Strong computer skills (Word, Excel, Outlook) and ability to learn new database systems.

Type of Position

Full time based on 35 hours/week with flexible hours. Salary and benefits based on Curl BC's personnel policy.

Contact

Please send a resume and cover letter to sbraley@curlbc.ca by Wednesday, Mar. 31. Curl BC is an equal opportunity employer.

More information

More information about Curl BC can be found at www.curlbc.ca/about/.