



## Director of Performance

### Full Job Description

#### **Reporting Relationship:**

The Director of Performance reports to the Executive Director of Rowing BC

#### **Responsibilities:**

The Director of Performance is responsible for creating and maintaining a safe, welcoming performance environment in the province, which all competitive rowers can pursue their goals and the enjoyment of rowing through competition. The success of the Director of Performance will be reflected in the vitality of the competitive environment Rowing BC offers, and the success of BC-based athletes on the national and international stages.

The following is a list of Roles and Responsibilities of the Director of Performance:

#### **Operations, Administration and Strategic Planning**

Responsible for the:

- Oversight and delivery of the Rowing BC High Performance Agreement with viaSport and the CSIP
- Intake process for the Rowing BC NextGen Performance Centre and the CSIP list
- Development and implementation of Rowing BC's annual high-performance plan, which includes identifying and supporting (U19 & U23) NextGen Athletes along the Performance Pathway
- Development of Individual Athlete Performance Plans for BC-based NextGen Athletes
- Development of annual key performance indicators for the performance plan, staff and athletes
- Assessment, review and updating of key performance indicators
- Initiation and on-going operations of the Rowing BC NextGen Performance Centre (Langford)
  - And will develop safety parameters of the Rowing BC NextGen Performance Centre
  - And will sit on the BC NextGen Performance Centre Operations Committee
  - And will sit on the BC NextGen Performance Centre Management Committee
- Management and supervision of Rowing BC coaches and performance support personnel (paid and volunteer), including for the Provincial Training Centre, camps, the National Rowing Championships, Canada Summer Games, Canada Cup, BC Games, and other Team BC/Rowing BC initiatives
  - Including the screening and hiring process
  - Including the professional development and performance review process
- Design and delivery of annual direct athlete funding
- Oversight and delivery of key Rowing BC performance focused regattas, camps and other events
- Development of annual high-performance management planning and budget process
- Planning and preparation for annual high-performance funding review meetings
- Management and maintenance of all high-performance equipment and assets
- Management of the high performance competition system in BC, including possibilities at Langford

#### **Partnerships**

Responsible for the maintenance of relationships with:

- BC-based rowing program (university and club) coaches and staff
- Other Provincial Rowing Association Performance Staff
- Rowing Canada Aviron (RCA) and its NextGen and High-Performance staff
- viaSport and the Canadian Sport Institute Pacific (CSIP)

Other duties assigned by the Executive Director.



### **Relations:**

Rowing BC has a strong relationship with many partners, organizations, and committees which allows it to deliver the level of service it does to its membership. Every staff member is responsible to continue to foster relationships with current partners and develop relationships with new organizations, as necessary. This position will have the opportunity to work with current partners, organizations and committees including:

- Rowing BC Member Organizations and Member Organization Coaches
- CSIP/Community Sport Science & Medicine Practitioners
- Canadian Sport Institute Pacific (CSIP)
- Rowing Canada Aviron (RCA)
- HUDSON Boat Works and other possible equipment partners
- Team BC Staff (Canada Summer Games & BC Games)
- Other Provincial Rowing Associations Performance Leads and Coaches
- Other Provincial Sport Organizations' Performance Leads and Coaches

### **Work Environment:**

This position will be provided a workspace at the Rowing BC NextGen Performance Centre in Langford, BC

Due to the nature of the roles and responsibilities, there will be some travel within the province required, and from time to time, travel within the country. There will be a requirement to work some weekends and evenings.

### **Required Skills, Education and Experience**

Required skill sets for this position include:

- 5 years of related experience
- Post-Secondary Education an asset
- RCA Performance Coach
- Experience in developing and implementing performance management plans
- Proven Organizational Skills
- Ability to Multitask
- Effectively lead a team
- Self-starter
- Team player
- Adaptable
- Experience in identifying talent
- Curating relationships
- Inspiring and Enthusiastic
- Strong Communicator (Written & Oral)
- Critical & strategic thinker
- Rowing Knowledge
- Proven High-Performance Management track record
- Performance Driven
- Proven performance coach track record
- Team Builder
- Evidence to commitment to professional growth
- PCOC, Class 5 Driver's License, Basic First Aid, Office Tools