



POSITION PROFILE

JOB INFORMATION

Job Title	Technical Director	
Organization	Volleyball BC	
Reports to	Head of Programs and Pathways	
Work Type	Permanent, Full-time: 1.0 FTE (40 hours per week)	
Start Date	March 2024	Application Close: 11:59PM February 25, 2024
Salary	Starting Salary \$67,000 -\$71,500 per annum plus benefit package	

JOB OVERVIEW

Volleyball BC is the provincial sport governing body that actively encourages participation and fosters the development of volleyball in BC. The head offices are based at the Harry Jerome Sports Centre (HJSC) located in Burnaby, BC.

We are seeking a highly organized and experienced individual with management experience to fill the position of Technical Director. Reporting to the Head of Programs and Pathways, this dynamic role is responsible for the planning, implementation and delivery of Volleyball BC's high performance plan and Team BC training programs. The Technical Director will also oversee the regional delivery of volleyball throughout the province including the youth indoor club and beach volleyball competition systems. This position will provide leadership, planning, and support for Volleyball BC's strategic initiatives and priorities that are identified in the Strategic Plan.

This position is located at our head office in Burnaby, BC and will require the ability to work evenings and weekends at satellite locations when events are being hosted by Volleyball BC. The successful candidate will be a strong multi-tasker who can manage competing deadlines with experience in high performance programming, program development, event management, writing grant applications and stakeholder engagement.

ROLES AND RESPONSIBILITIES

1. Duties

High Performance

- a. Implement and monitor the delivery of the High Performance Plan.
- b. Establish and lead a High Performance Advisory Group to ensure consultation and external expertise on high performance programs and issues.
- c. Lead and deliver objectives within the High Performance Plan to meet deadlines and desired outcomes.
- d. Plan and organize sustainable and impactful Team BC programs for indoor and beach volleyball.
- e. Promote the Team BC program.
- f. Recruit and hire coaches for the Team BC programs.
- g. Evaluate and monitor outcomes of Team BC programs to ensure delivery of objectives.
- h. Formulate and communicate high performance pathways for athletes, based on Long-Term Athlete Development.

- i. Lead the Regional Managers to identify and plan pathways between grassroots and club programming and high performance opportunities.
- j. Provide support and resources for clubs developing high performance programming.
- k. Work to engage specific target populations in high performance programming as identified in our Strategic Plan.
Consult and collaborate with external stakeholders including (but not limited to); Volleyball Canada, Other P/TA's Canadian Sport Centres - Pacific, USPORT & CCA post-secondary schools.

Regional Development

- a. Support Regional Managers to deliver activities that promote the regional development of volleyball across BC to meet regional needs and community requirements, identifying efficiencies and creating standards to ensure impactful customer service.
- b. Lead and oversee the delivery of the youth club volleyball competition structure.
- c. Lead and oversee the delivery of the youth beach volleyball competition structure,
- d. Lead the Regional Manager team to establish strong community relationships, consistent communication, and effective stakeholder relations across the province
- e. Support Regional Managers to engage with specific target populations as identified in our Strategic Plan.

Technical Leadership and Management

- a. Member of the VBC Management Team and responsible for the financial oversight, staff management, and planning/reporting activities related to their portfolio.
- b. Manage and implement projects in support of mitigating risks identified in the VBC Risk Register.
- c. Serve as the Chair of the Regional Development Committee. Leads and organizes the High Performance Advisory Group.
- d. Serve as a member of other relevant Volleyball BC or Volleyball Canada committees.

2. Working Conditions

- a. Primary working location is a standard office environment;
- b. Time will also be spent at outdoor/off-site facilities throughout the year (i.e. beach and/or gymnasiums):
 - Direct exposure to all outdoor elements for extended periods of time: sun, wind, rain, heat, and dust/sand at beach courts;
- c. Time will also be spent at indoor event facilities throughout the year such as gymnasiums
 - Direct exposure to loud noise due to live sports and music in an enclosed area;
- d. Required to travel throughout BC during specific times with event equipment and throughout the province as required for volleyball events – access to personal vehicle is required;

QUALIFICATIONS

1. Required Knowledge, Skills, Abilities:

- Strong project management skills, including gathering data, writing, and reporting;
- Excellent organizational abilities with demonstrated ability to meet deadlines and manage time;
- Excellent interpersonal skills and relationship-building with a proven ability to facilitate, consult, and liaise with stakeholders, colleagues, and public;
- Proven ability to lead and manage people;
- Strong budgeting skills and experience with budget management and financial reporting;
- Superior written and verbal communication;
- Ability to work independently and on a team under stressful and high-pressure situations;
- Microsoft Office knowledge, G-Suite kKnowledge and strong computer skills;
- Strong knowledge of the volleyball sport system.
- Ability to repeatedly lift 50 lbs to waist height (role requires the ability to maneuver large and heavy equipment).

2. Training and Experience:

- Completion of four-year university degree in relevant field or 5+ years of relevant experience is required (i.e., business administration, event management, project management, sport administration, etc.);
- 5+ years experience in the planning, budgeting, and execution of programs and/or events is required;
- Experience and knowledge of the youth volleyball system in British Columbia is required;
- Experience and knowledge of high performance sport is required.
- Experience in planning, delivering, and implementing high performance programs is preferred;
- 5+ years of relationship management with partners, sponsors, members and the public is preferred;
- 5+ years of project management and reporting is preferred;
- 3-5 years experience in developing, facilitating, operationalizing, and monitoring plans is 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;
- First-Aid and CPR training is considered an asset;
- NCCP Certification in Volleyball and other sport disciplines is considered an asset.

APPLICATION DETAILS

Please forward resume and cover letter to [hiring@volleyballbc.org](mailto: hiring@volleyballbc.org) by 11:59 PM PDT on Sunday, February 25, 2024.

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



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