



# **TECHNICAL DIRECTOR**

## **WEST VANCOUVER FIELD HOCKEY CLUB**

### **Purpose & Overview**

We seek to hire a Technical Director (TD) for the West Vancouver Field Hockey Club (WVFHC). The TD is responsible for successfully leading, managing, and delivering all technical programs at West Vancouver Field Hockey Club, located on Vancouver's beautiful North Shore on the traditional lands of the Squamish First Nation. The successful candidate is expected to plan, execute, and effectively run all technical programs, recruit coaches and umpires, provide education and mentorship, develop policies and pathways to protect and develop athletes of all ages and abilities, in a fiscally responsible manner, act as a positive role model for all players, staff and families and be an ambassador for and actively promote the WVFHC. The delivery of this mandate requires strong leadership, administrative, organizational, communication, and people skills.

The ideal candidate will dive into the details to execute current programs while maintaining a bird's eye view of the club athletes, coaches, and umpires to progress our strategic goals and long-term priorities. These responsibilities are dynamic and vary throughout the year so the TD must be flexible and adaptable. The TD will report to, and work closely with, the Board of Directors, collaborate with the General Manager and Club Administrator, directly manage the club's junior and senior head coaches, and work closely with the various standing committees. The ideal candidate will dedicate oneself to the WVFHC brand acting as a one-club coach, working closely with community stakeholders, Field Hockey British Columbia (FHBC), and Field Hockey Canada (FHC).

### **About West Vancouver Field Hockey Club**

WVFHC is the home club for the North Shore field hockey community and serves as a training centre for Field Hockey Canada Men's and Women's National teams. It is North America's largest field hockey club with 1200 registered members – men, women, girls, and boys. Our mission is to provide opportunities for all community members to develop lifelong skills as field hockey players, coaches, and umpires in an atmosphere that fosters the enjoyment of sport, sportsmanship, teamwork, and the pursuit of personal excellence. WVFHC is a leading sports club with a reputation for innovation and program excellence that is recognized on the North Shore, BC, and beyond.

## **TD Responsibilities**

Responsibilities of the TD include but are not limited to the following:

**Board of Directors:** Provide monthly reports, attend monthly meetings and give guidance and input to the board.

**Coaching Staff:** Arrange for mentorship, scheduling, content delivery and professional development opportunities for the coaching staff, junior coaches and volunteer parent coaches.

**Programming and Player Pathway:** Monitor and assess current programming and player pathways.

**Women's and Men's fall /winter Leagues:** Organize coach recruitment and mentorship; assist both programs with coaching and evaluations as required.

**Junior Spring League:** Develop practice plans within the Long-Term Athlete Development (LTAD) skills matrix and support volunteer coaches and managers. Support and lead junior coaches. Work with the Junior Committee on developing new initiatives for Spring League, including high-performance and new player programs.

**Junior High Performance (HP):** Manage the program structure, content, and LTAD of the junior HP players. Deliver high-quality practice planning and work closely with club coaches to ensure on-field execution and an elite training environment. Assist and mentor the growth of the HP coaching staff.

**Wolves (Junior Boys):** Administration, planning, and on-field coaching.

**Other Junior Programs:** Manage other fall, winter, and summer programs, including indoor, hockey 5's, skills development, and strength and conditioning.

**West Vancouver School District (WVSD) Academy:** Deliver the program (in-person), reporting to WVSD and WVFHC.

**Elementary School Visits:** Oversee the program, manage equipment, content delivery, and coach scheduling.

**Equipment:** Manage stock, monitor usage and storage, and distribution for junior and adult programs with support from the staff, board and volunteers.

**Umpires:** Liaise with adult league umpire representatives, manage any umpire complaints/reports, monitor and approve payment incentive bonuses, and coordinate assessments. Recruit potential umpires for all leagues, adult and junior. Work with umpires on umpire development, including training and mentorship.

## **Job Requirements:**

### **Experience & Education**

- A proven track record of coaching field hockey in community and club environments.
- Canadian National Coaching Certification Program (NCCP) Competition Development or higher (or country equivalent) is preferred
- FIH Level 3 or higher is preferred
- Completion of a Technical Director Diploma is an asset
- Completion of a Criminal Record Check (CRC)
- Agreement to the WVFHC/FHBC Universal Code of Conduct

### **Skills and Abilities**

- Ability to build player trust, relationships, and engagement.
- Experience hiring, managing, mentoring and motivating all levels of coaching personnel.
- Experience managing technical budgets and associated cost management and reporting.
- Ability to align annual operating plans to broader club strategic plans.
- Strong communication skills and ability to convey technical planning to non-technical stakeholders, including parents.
- Sound technical and tactical knowledge, developed through national and international playing and/or coaching
- Understand athlete development pathways using LTAD framework

### **Personal Characteristics**

- Enthusiastic team player who knows how to take initiative and be a self-starter.
- Relationship-builder and effective communicator - engaging, approachable.
- Ability to work collaboratively with others.
- Detail-oriented, efficient, and prioritizes well.
- Has strong personal and professional integrity.

### **Working Conditions:**

The role is for 25-35 hours a week, with on and off-field responsibilities requiring some flexibility as to how those hours are utilized, but grants the same flexibility in return. We expect candidates to have strong time management skills to manage their priorities independently.

Fall and spring will have the heaviest workloads, offset by slower periods in winter and summer. There are opportunities for reduced work hours in July and August and from mid-November to early January to balance overall work hours.

The work location is primarily around the North Shore of Vancouver, and Rutledge Field in West Vancouver. Coaching will be field-based; administrative tasks can be done at home.

There will be a scheduled review of the role at 2 and 6 months, and annually thereafter.

### **Benefits of this Role:**

- **Flexibility and Autonomy:** You will be free to innovate and create new content for our club programming, allowing you to showcase your creativity and passion for the sport.
- **Seasonal Shifts in Work Hours:** Enjoy seasonal shifts in work hours over summer and winter holidays, providing the opportunity to balance work and personal commitments throughout the year.
- **Club Events and Socials:** Immerse yourself in our club's vibrant community by participating in various events, socials, and culture-building activities. Build lasting relationships with players, coaches, and supporters from diverse backgrounds.
- **Dynamic Team Environment:** Collaborate with a dynamic group of individuals who share your passion for field hockey. Benefit from diverse perspectives and experiences of colleagues as you work together to achieve our club's goals.
- **Contribute to National Recognition:** Help grow field hockey recognition and community engagement at the home of both the Men's and Women's National Teams. Make a tangible impact on the sport's development at both the local and national levels.

### **Compensation**

- Annual salary ranging from \$50,000 to \$75,000 based on experience and qualifications.
- 3 weeks of paid vacation per year.
- Club-related travel expenses off the North Shore are covered.
- Approved professional development expenses will be reimbursed.

**Join Us:**

If you're ready to assume a leadership role in advancing field hockey within our community and beyond, we want to hear from you! Please submit your resume and a cover letter outlining your relevant experience and why you're passionate about this opportunity to [charlotte@wfhc.com](mailto:charlotte@wfhc.com), by Friday, July 12, 2024.