Job title	Manager, Sport Development
Reports to	Director, Sport Operations

Job purpose

The Manager, Sport Development will have the responsibility to execute the sport plan for Skate Ontario in development programming for the LTAD stages, Learn to Skate, Learn to Train, Learn to Compete and Active for Life. The responsibilities include program development, execution, monitoring and analysis in all skating disciplines. This includes programming for all stakeholders which include skater, coach, parent and official, throughout the province. The Manager, Sport Development is responsible for ensuring a consistent and best in class approach to all sport programs for Ontario.

Duties and responsibilities

- Identify program needs through analytical assessment including gathering regular feedback from key stakeholders
- Develop, execute and analyse new programming for athletes, coaches, parents and officials throughout Ontario in the LTAD stages: Learn to Skate, Learn to Train, Learn to Compete and Active for Life
- Responsible for the delivery plan for coach and official education and development
- Manage a sport development operations department
- Directly communicate with Skate Canada on all current and future programming, through national development committees and regularly scheduled touchpoints
- Implement and sustain skating development programs that will support consistent excellence across the province of Ontario
- Establish and manage effective working relationships with select technical volunteer committees
- Contribute to a collaborative, cross-functional team as a member of the management team
- Use metrics to continuously improve the quality of all programs

Qualifications and experience

Qualifications include:

- 5+ years' experience leading skating development in a coaching or administrative role
- Experience in leadership and organizational development at the skating club, Section or National level
- Proven experience leading a skating program development team
- Experience working cooperatively with volunteer committees
- Thorough knowledge of industry standards and practices
- Proven experience with development programming to diverse stakeholders

Skills and fit:

- Excellent verbal and written communication skills
- Excellent presentation and facilitation skills
- Ability to deliver on strategic objectives set by the sport department
- Ability to work independently
- Ability to perform in a fast-paced, changeable environment
- Ability to influence positive change
- Excellent relationship building skills
- Proficient in MS Office

Working conditions

- Travel required
- Long hours at times to meet the requirements of the business which will include evenings and weekends
- Must have use of a vehicle and driver's licence

Please email Resume and Cover Letter to:

Scott Rachuk
Director, Sport Operations, Skate Ontario
srachuk@skateontario.org

Closing date for posting is 5pm EST, March 31, 2017