



Ringette Saskatchewan is currently seeking a Sport Development Coordinator for the summer months. This position will involve developing, planning, and implementing a wide variety of introductory and skill development programs throughout the province of Saskatchewan. This position will develop partnerships and continue partnerships for Ringette in Saskatchewan. Administration duties will also occur with this position where the Executive Director feels fitting.

Qualifications for Sport Development Coordinator

- Full time student in post-secondary education in the fields of Education, Physical Education, and Kinesiology and Health Studies are considered assets.
- A player, coach or official within the sport ringette would be considered an asset
- Must have valid driver's license and access to a vehicle as travel is required for this position
- Must be able to work 30-40 hours/week

Position Start date:

June 26, 2017

Position End date:

August 11, 2017

Deadline for Application:

May 12, 2017

Send Application to:

Ringette Saskatchewan

1860 Lorne Street

Regina, SK. S4P 2L7

or by email: executivedirector@ringettesask.com

Sport Development Coordinator – Job Description

- 1. Respond to the athlete development programming needs of the RAS by developing, organizing and scheduling a wide-range of introductory and skill development programs throughout the province.**
 - Review current programs to revise and update where needed
 - Assess the needs and suggest programming ideas based on the time of year
 - With the assistance of the appropriate staff and Board members, take a lead in designing new and innovative programs and resources
 - Provide attention to safety and budget considerations when designing programs and implementation policies
 - Operate the Summer Gym Ringette Program focusing on rural development. U of R Cougar camps, U of S Huskie Camps, City Summer Recreation Programs, and selected cities marked for development.
- 2. Design a Programming Calendar for the 2017-2018 season**
 - In consultation with the relevant staff and volunteers, create a calendar to be distributed. The calendar should include all RAS introductory and skill development opportunities. This calendar will help to ensure successful advanced planning and promotion of these programs and will help local associations not to duplicate programs
- 3. Promote senior athlete involvement and provide leadership training**
 - Serve as a resource and encourage involvement of senior athletes as program leaders
 - Schedule Skill Instructor training
 - Ensure participation of trained leaders in camps and clinics
- 4. Develop and facilitate programming support for local associations**
 - Create mechanisms of communication and support for RAS programming initiatives that will be implemented locally
 - Support local association programming ideas and help to further develop and implement their programs within the framework of the RAS Athlete development model.
- 5. Maintain open communication and manage administrative duties**
 - Attend RAS and local association meetings on a regular basis
 - Provide timely progress reports to RAS and local associations
 - Help plan RAS AGM for end of August
 - Remain alert to local projects and events
 - Consistently work with local association volunteers to develop a strong team
 - Communicate positively and directly with volunteers and athlete leaders and encourage the same from others
- 6. Act as a role model of respect for self and other senior athlete leaders**
 - Demonstrate academic efforts as a priority of your position with the association
 - Refrain from behaviors that would undermine your position of leadership
 - Create an inclusive atmosphere and promote a sense of gratification among the Ringette community