

# KARATE NOVA SCOTIA

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## Job Description Position: High Performance Coach

**Part Time:** Approximately 18.75 hours per week. Working hours may vary and include days, evenings, and weekends depending on season.

**Contract Duration:** Contract available until 2023 subject to annual review.

**Working Conditions:** Home office or dojo. Travel to other clubs or locations as required.

**Annual Salary:** \$22,500

**Closing Date** October 13, 2020. Email applications to [s\\_doane@yahoo.com](mailto:s_doane@yahoo.com)

## Karate Nova Scotia Overview

Karate Nova Scotia (KNS) is the recognized Provincial Sport Organization (PSO) responsible for creating a framework where everyone from casual participants to international champions can develop in a safe and fair environment. KNS's member clubs/dojos adhere to standards set by KNS, Sport Nova Scotia, and Karate Canada.

Karate Nova Scotia committed to inclusivity, integrity, respect and the healthy development of its members. We strive to create environments where members can attain their best through high quality programs, events and activities.

## Position Summary

Performance program overreaching goal: Develop athletes through the Karate Nova Scotia system that consistently finish on the podium at Junior and Senior National Championships qualifying those athletes for Karate Canada National Teams and the opportunity to represent Canada at International competition.

The position of High Performance Coach (HPC) is to lead and create both high performance coach and athlete development programs and services across Nova Scotia in accordance with direction provided by the Board of Directors; and help create the supporting structure and system to foster and sustain a culture of performance excellence.

## Key Responsibilities:

Reporting to the President and Karate Nova Scotia Board, the HPC's key responsibilities will include, but may not be limited to:

## Coach Development

- In consultation and co-operation with the Technical Director and member clubs, guide the creation of coaching programs and continuously monitor their action plans for excellence in coaching, ensuring compliance with Long Term Athlete Development and national standards.
- Support the Technical Director in the planning, implementation and management of at least two coaching workshops yearly and the annual development plan for coaches in the association.
- Participate in the recruitment and selection of coaches for the Provincial Team Program.
- Manage Provincial Team coach certification process to ensure standards are being achieved and minimum accreditation standards are met.
- Identify a minimum of three (3) coaches for High Performance Coach mentoring, annually.
- Complete and participate in professional development and coaching certification opportunities through Sport NS, Sport Center Atlantic, Sport Canada and similar organizations.
- Mandatory participation at the Atlantic Coaches Conference and share learnings.

## Athlete Development

- Work with High Performance Athletes to establish goals; provide monthly status reports.
- Participate in the recruitment and selection of athletes for the Provincial Team Program.
- Identify up-and-coming athletes at all age ranges and support their development through all levels of competition; provincial, national, Pan-Am, world etc.
- Create a tactical and technically sound training plan for each identified athlete (and their coach(s)) based on their athletic assessment and skill base.
- Work directly with the athletes and their coaches.
- Deliver the Sport Science Support Program in conjunction with the Canadian Sport Centre - Atlantic, coordinate experts for learning opportunities for High Performance Athletes such as Strength and Condition Coach, Sport Psychologist and Sport Nutritionist.
- Continue to build, execute and promote the High Performance Program (including during the off-season).
- Lead all provincial team training sessions.
- Attend all local competitions (can be as a provincial coach if applicable).
- Stay up to date with current international kumite and kata trends.
- Work with Technical Director on a kata and kumite development program that will be introduced to all KNS dojos across the province, including coordination of at least two (one kata and one kumite) provincial clinics per year.
- Liaise with all levels of KNS pertaining to athlete development.
- On mat training with targeted athletes 10 hours a week through provincial or regional targeted camps.

## General Administration

- Develop and maintain positive working relationships with all KNS clubs, coaches and all stakeholders.
- Ensure KNS Officers and Board are updated and informed of karate development, excellence initiatives and activities through a minimum of quarterly reporting.
- Assist in ensuring that Provincial Team Development Programs are operating within budgeted guidelines.
- Participate in funding applications that directly impact Coach and Athlete Development.
- Lead all development of the Nova Scotia Performance Pathway Initiative programs and application processes.
- Be current with World Anti Doping Association policies.
- Represent KNS in a positive and professional manner.
- Other Duties as required.

## Requirements and Qualifications

- Must be National Coaches Certification Program (NCCP) Competition Development (Comp/Dev) certified, or equivalent if applying from outside of Canada in the sport of karate.
- Show professional aptitude and decision-making ability.
- Must be able to build and maintain credibility with key stakeholders such as coaches and athletes across Nova Scotia through effective leadership.
- In-depth understanding of the World Karate Federation rules of Competition.
- In-depth understanding of the Canadian Long-Term Athlete Development Model.
- Experience in Sport Karate as either a competitor and/or coach.
- Demonstrated ability in sport program development, administration, and delivery.
- Proficient in Microsoft office suite or equivalent.
- Must be legally eligible to work in Canada.

## Additional Assets

- Bilingual in English and French
- University degree or additional education in the following areas; kinesiology, sports management, sports science, physical education, sport psychology or sports nutrition.