



# Job Posting: Head Coach, Ottawa Gymnastics Centre

Join our team of passionate and dedicated coaches and help us foster a positive and inclusive environment for athletes of all ages and stages of development.

The Ottawa Gymnastics Centre (OGC) is seeking a Head Coach to champion the development and implementation of the OGC's athlete and coach development pathways. Using an early introduction, late specialization athlete development model, you will work collaboratively with the Executive Director, the Director of Programs and Operations, the OGC coaching staff and the Integrated Support Team (IST) to ensure the delivery of quality sport experiences that foster enthusiasm for gymnastics while building foundations for sport and life in a fun, safe, welcoming, and inclusive environment.

Guided by OGC's vision of being the go-to gymnastics organization for sports excellence and innovation in Canadian gymnastics, you will embrace OGC's values of Quality, Safety, and Integrity and be guided by the principles of long-term athlete development and the True Sport Principles to ensure developmentally appropriate programming for all. As Head Coach, you will lead by example, drawing on your leadership and observation skills to create an environment that enables excellence while promoting critical thinking, learning and problem-solving,

Our ideal candidate will have a strong background in gymnastics, coaching, and leadership, and excellent communication and interpersonal skills. The Head Coach will report to the Executive Director and work closely with the Director of Programs and Operations to oversee programming at the OGC.

## Responsibilities and Key Duties

- Lead the development of the OGC's coach and athlete development pathways and associated athlete development matrices
- Create a strong sense of community and foster collaboration among all coaches, athletes and parents
- Oversee all coach and athlete development at the OGC
- Support coaching staff in the design and implementation of their Yearly Training Plans and the development of Individual Athlete Development Plans consistent with the club's



mission, vision, values and training philosophy as outlined in the athlete development pathway

- Work collaboratively with the Director, Programs and Operations and coaches to develop the club's master schedule and rotations to optimize training and the use of gym space
- Oversee regular equipment safety checks and prioritize equipment renewal within the parameters of the annual budget
- Provide direct coaching support to all training groups, as required
- Serve as team leader for training camps, major competitions and events, with athletes from multiple programs attending
- Supervise, mentor, and evaluate the coaching staff and provide feedback and professional development opportunities
- Ensure athletes have access to appropriate training equipment and IST
- Monitor and assess the progress and performance of OGC programs
- Ensure a fun, safe, welcoming, and inclusive environment for the athletes, coaches, and staff, and report any incidents or concerns to the Executive Director
- Ensure compliance with Gymnastics Ontario and Gymnastics Canada rules and regulations, as well as the OGC's policies and procedures
- Communicate effectively and respectfully with parents, colleagues, and external partners, and represent the OGC in a professional manner

## Minimum Experience and Qualifications

- A minimum of ten (10) years coaching experience, five (5) in a leadership role, preferably at the provincial or national level
- GymCan NCCP Competition 3 Certified in at least two gymnastics disciplines or equivalent combination of post-secondary education and experience. Individuals without GymCan NCCP credentials will be required to successfully challenge certification within the first year of employment.
- A proven track record of leadership, teamwork, and problem-solving skills
- Excellent communication and interpersonal skills, with the ability to work with diverse groups of people
- Experience training and mentoring coaches
- A passion for gymnastics and a commitment to the OGC's vision, mission, and values
- Valid Standard First Aid and CPR Certification from a recognized Canadian provider (if not current, training must be completed within three (3) months of employee start date)
- Completion and maintenance of all mandatory GymCan, Gymnastics Ontario, and OGC safe sport training or willingness to complete it before entering the daily training environment.
- Proficiency using Microsoft Office, as well as video analysis software



## Additional Desired Experience and Qualifications

- Proficiency in multiple languages
- Post-secondary/graduate studies in physical education, coaching, kinesiology, sport psychology or other coaching-related fields
- Experience leading teams at major national and international events
- GymCan NCCP Competition 4 Certified and/or Advanced Coaching Diploma
- GymCan NCCP Coach Developer

## Background Screening

The successful candidate will be required to undergo comprehensive background screening in accordance with OGC's Screening Policy, including Vulnerable Sector Checks and comprehensive reference checks from previous employers, athletes and coaching colleagues.

Applicants who currently reside outside of Canada or have previously worked outside of Canada for an extended period will also be subject to international background screening.

## Compensation

The base salary range for this position is \$80 000 to \$100 000 per year, commensurate with experience and qualifications.

## Benefits

- A comprehensive, employer-paid benefits package, including health, dental, and vision coverage
- Flexibility to participate in National Team tours and expert advisory groups and conduct clinics within the scope of their regular duties.
- Access to a group RRSP plan
- Financial assistance to offset moving expenses
- A flexible work schedule
- A supportive and collaborative work environment with opportunities for growth and development
- A membership with the OGC and access to its facilities and equipment
- A chance to make a positive impact on the lives of hundreds of athletes and their families



## How to apply

All interested candidates are asked to submit their CVs through our online application form.

[Click here to apply](#)

Questions about this position should be directed to Douglas Duncan, Executive Director, at [ed@ottawagymnasticscentre.ca](mailto:ed@ottawagymnasticscentre.ca)

## Application Deadline

Applications will be accepted until **Wednesday, September 4, 2024**.

## About the OGC

Situated in one of Ottawa's most vibrant neighbourhoods, Westboro Village, the Ottawa Gymnastics Centre is the oldest operating not-for-profit gymnastics organization in Canada. The OGC provides comprehensive recreational and competitive programming for athletes in every age and stage of development and the history of athletes progressing to compete in the NCAA and as part of national team programs.

## Equal Opportunities Employer

We are an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, natural origin, sex, age, disability, genetic information, sexual orientation or any other status protected by law or regulation. It is our intention that all qualified applicants are given equal opportunity and that selection decisions will be based on job-related factors.

To limit unconscious bias and promote a fair and transparent process, all applications and CVs will be anonymized prior to initial screening. To facilitate this process, we ask that applicants limit the amount of personally identifiable information in the designated fields on the application form and within their CV and cover letter.