

**Job Description**  
**Toronto High Park FC (“THPFC” or “the Club”)**  
**Role: All Abilities Coach**

**I. Overview**

The THPFC All Abilities coach is a part-time employee whose primary objective is to develop players with special needs in a fun, challenging and safe environment.

**II. Responsibilities**

1. Functional Accountabilities

- Create and maintain an inclusive environment providing a safe space for all to play.
- Hands on organization and management of the program.
- Timely communication to parents.
- Coordinate with team managers/management.
- Support the Club and co workers positively.
- Deliver sessions with a positive, player centred approach.
- Design and analyze sessions.
- Attend all in-house coach education and training sessions.
- Deliver one parent meeting per team per season.

2. Relationship Management

It is vital for you to know the names of all the players you coach and they should all know your name also.

- Line Manager
- Colleagues (Fellow coaches, Operational Staff, and Volunteers)
- Players
- Parents

3. Reporting

- Provide the line manager with bi-weekly updates focusing specifically

- on improvements that can be made to playing environment.  
→ Highlight any potential problems to the line manager immediately.

### **III. Working Conditions**

The Coach is assigned their coaching hours by the Club with the majority of the job taking place at soccer fields or gyms within the GTA. In the case of Blind Soccer, this program takes place only during the winter season. Any administrative tasks may be completed at home. The coach is not generally expected to visit the Club office except for staff meetings and/or coach education. Standard equipment for training sessions, games, & festivals/tournaments is provided by the Club, as well as Club attire, which is to be worn at all club related functions.

### **IV. Direct Reports**

The coach will report directly to the appropriate program coordinator below.

- Recreation Manager

### **V. Competencies Required**

The coach should be punctual, professional, approachable, responsive, passionate, show a strong commitment towards self-improvement, and be able to communicate efficiently to all stakeholders.

### **VI. Qualifications & Requirements**

- Age-appropriate OS Coaching Certification
- Coaching Athletes With A Disability
- Respect in Soccer
- Making Ethical Decisions
- Making Headway
- Understanding The Rule Of Two
- Emergency Action Plan
- Vulnerable Sector Check