



Job Description - Staff Coach, Full time

Position Status: Full time

Location: Waterloo, Ontario

Reports to: Technical Director, High Performance Manager

Salary: TBD, Commensurate with experience and qualifications

Background: WMSC strives to offer its members the highest possible quality of programming, leading to excellent satisfaction with their development experience. To support this goal, you will work to meet or exceed the playing experience expectations of players and work collaboratively with parents to support and guide them in their journey toward realising the player's full potential.

Position Summary: To fulfil the roles of OPDL Head coach x2 teams, Fustal and Camps Coordinator.

OPDL Head Coach is required to do the following:

- Attend all training sessions as well as all games, tournaments and other team events. Please note travel for league games is required.
 - Support and implement the BVB IA Waterloo Game Model.
 - Plan a periodized curriculum and syllabus training schedule based in principles of play that surround the BVB IA Waterloo Game Model.
 - Liaise with club staff, specific but not limited to Technical Director, High Performance Manager, Head Goalkeeper Coach.
 - Manage Fall try outs and player selection with the support of BVB IA Waterloo staff.
 - Provide assessments of all OPDL players twice per year or as necessary per Ontario Soccer requirements. Head Coaches must make themselves available for individual parent meetings following the distribution of these assessments.
 - Communicate in a timely manner to respond to requests made by the Technical Department and other BVB IA Waterloo staff.
 - The Head Coach and Assistant Coach will be supplied with branded coaching attire and this is mandatory to be worn to all training/games/tournaments etc.
- Administration**
- Head Coach must notify the Manager of High Performance in advance that they will be absent. They must ensure coverage for training and or games is in place.
 - BVB IA Waterloo Policy and Strategic plan is understood and agreed upon.



- Head Coaches are responsible for and must oversee all administrative aspects (i.e. carding, game sheets etc.) relating to the program.
- Coaches must follow all Ontario Soccer, District, and Club policies and procedures and ensure the same of their players.
- Must submit a valid vulnerable sector screening (dated within the last two years) with signed contract.
- Be the primary contact for any player or parent issues for the OPDL team.

Futsal and Camp Coordinator

- Lead Administrator for Futsal program and Camps (Summer and March break). This is inclusive of scheduling staff, organizing fields with club support, organizing jerseys with club support, organizing day to day operations of each program
- Main point of contact for customer service questions surrounding Futsal program and Camps
- Is responsible for planning and implementing the daily schedule for Camps
- Is responsible for ensuring health and safety of all participants at each program
- Provides leadership and training to program staff

Experience and Qualifications

- Minimum Canada B License or Canada Soccer Youth License completed or working towards.
- Must hold and submit a valid Canada Soccer coaching license (age appropriate), Making Ethical Decisions transcript, Respect in Soccer certificate, Making Headway transcript, Safe Sport, EAP, Mental Health in Sport, Rule of Two with signed contract
- Coaches working with female players must also complete Keeping Girls in Sport.
- 3-5 years experience coaching U13-U17 players.

Skills and Competencies

- Strong interpersonal, communication (written and verbal) skills.
- Ability to mentor and develop assistant coach.
- Clear understanding of Holistic Player Development.
- Professional, approachable, detailed, punctual and organized.
- Able to work in a Team environment and promote team culture.
- A Growth Mindset.
- Able to prepare process, performance and outcome goals.
- Able to drive accountability in a professional manner.
- Time management in order to commit 10-15 hours weekly to the team.

Applicants must submit the following: • Resume; • Proof of highest qualification earned; • Two references (Soccer related) **APPLICATION DEADLINE: Open and ongoing** We wish to thank all applicants for their interest; however, only those selected for an interview will be contacted. Please forward your cover letter and resume, to: jordan.brown@bvbinternationalacademy.com. Successful applicants will be contacted for an interview.