

Director of Hockey Operations

Employer: Nanaimo Minor Hockey Association

Location: Nanaimo, BC

Term: 2 years with the possibility of extension or becoming permanent

Salary: \$45,000 per annum, plus 20% net of all additional programs sold and executed

Posted date:

Closing date: 03/15/2021

Summary:

Nanaimo Minor Hockey is seeking a Director of Hockey Operations to lead and direct the development of players and coaches alike. Reporting to the President, this position is responsible for creating a successful minor hockey program through the development and implementation of a solid, uniform program from U7 right through to U21. We are seeking a dynamic leader who not only possesses the technical hockey knowledge to lead and direct both the players and coaches; but also demonstrates the ability to build respectful and collaborative relationships with players, coaches, parents and the community.

About Nanaimo Minor Hockey:

Nanaimo Minor Hockey has been developing young hockey players since 1940. In that time, we have grown to an association developing over 750 athletes a year. Teaching them not only the fundamentals of the game but also the fundamentals required to be productive, contributing members of society. Participating in programs such as Esso Day and First Shift, NMHA is always looking for ways to expand and extend our footprint.

Key responsibilities of the Director of Hockey Operations include, but are not, limited to, the following:

- Development and presentation of on-ice programs within the NMHA.
- Conducting Coaches clinics
- Attending practice sessions of all teams at all age levels (periodically)
- Developing a standardized curriculum for implementation throughout the Association
- Assisting the Administrator with ice scheduling and allocations
- Selection and supervision of coaches at all levels
- Preparation and presentation of a list of coaches for the Executive's approval each year
- Periodic meetings with and evaluations of all coaches
- Planning and conducting the annual NMHA hockey school, including marketing, budgeting, obtaining and organizing the use of facilities, recruiting staff and volunteers, preparing and delivering programs
- Planning and conducting NMHA ball hockey league, including all aspects as involved in the hockey school
- Attend all meetings of the NMHA Executive

- Prepare and present a report on hockey operations twice yearly (March 31 and December 1) in a format approved by the Executive. Report to include financial statements and reporting for all programs.
- Other duties assigned by the Executive

Qualifications:

Experience:

Minimum of five (5) years of experience coaching an elite hockey program, preferably at the College, University, Junior or professional level. Minimum (or in progress) of NCCP Certified High Performance 1 from Hockey Canada. Provincial coaching experience is a desirable asset. Total sports knowledge and experience will be taken into consideration.

Skills:

Superior ability to develop and maintain respectful, supportive and collaborative relationships with others whether as a peer or as a coach; Strong appreciation for the understanding of, and sensitivity towards the needs of a diverse body of athletes; Exceptional communication skills, including written, verbal and presentation; ability to exercise significant judgement; ability to establish medium to long-term goals and vision; ability to work effectively within a team environment; budget planning and management; and creative thinking and problem-solving skills. The ability to mentor, motivate, and develop the potential of young athletes in the contexts of both competitive and recreational sport, while fostering positive work and learning environments will be critical.

Applications and Inquiries regarding this position can be directed to Brad Knight at

bknight@naicommercial.ca

When submitting your application, please include a CV along with a 3 – 5 minute introduction video.