

## Edmonton Olympic Track and Field Club

### Tykes Coach and Assistant Coach

#### Job Ad

**Background:** The Edmonton Olympic Track and Field Club is one of the longest running Track club in Edmonton. We try to make track and field accessible to anyone who is interested. Currently, the club has 23 athletes across 3 age groups: Tykes, Junior, and Senior Development. We practice out of the Kinsmen Sport Centre for the winter and at Rollie Miles track for the outdoor season.

**We are looking for a Coach and Assistant Coach for the Tykes program (7-9 years old) to start in the Fall of 2017. Ideally, we would like at least a 2 year commitment.**

As Coach, you will need to have:

- NCCP Run, Jump, Throw training or equivalent experience.
- Experience coaching track and field- The club will support the development of coaching skills
- Strong interpersonal and oral communication skills
- Strong organizational skills
- Able to:
  - motivate athletes;
  - use time efficiently and effectively;
  - provide structured planning for training sessions and season;
  - show appropriate level of technical knowledge in specialty events; and
  - make use of appropriate equipment and adapt if necessary
- Copy of police clearance *and membership with Athletics Alberta*
- Current First Aid and CPR certificate.

As Assistant Coach, you will need to have:

- All of the requirements of the Coach except only experience with the sport of track and field is required. The club will support the development of coaching skills.

As Coach will lead the following duties: (The assistant coach will assist in the following duties)

- Designing and implementing developmentally appropriate training programs for his/her athletes in the area of specialty. Inform Athletes of his/her progress. (10%)
- Training athletes a minimum of one day, up to a maximum of two days a week, not including competitions. (70%)
- Using Team Snap to inform athletes on details of practices and competitions. (2%)
- Ensuring equipment is safe and in good working order. Ensure the security of the equipment. (2%)
- Providing athletes' entries for competitions to the entry meet coordinator one week prior to competition. (2%)
- Coaching his/her and other club athletes, if necessary, at all attending competitions. (2%)

- Liaising with the Head Coach to ensure there are regular, appropriate, and competitive opportunities for athletes. (2%)
- Ensuring awareness of any special needs or limitations of athletes such as medical conditions to ensure training programs are safe, enjoyable and adapted as needed.
- Liaising with parents, coaches and officials to ensure the athletes are appropriately dressed and informed of training, and competition. (10%)
- Ensuring and is familiar with a well- stocked first aid kit at practices and have a cell phone on hand
- Promoting and following club policies, fair play, sportsmanship and equal opportunities to all members. Abide by policies, procedures and code of ethics adopted and/or endorsed by Athletics Alberta and Athletics Canada.

**Compensation:**

The Coach will receive a monthly honorarium with an additional per diem when attending track meets.

The Assistant coach will receive a monthly honorarium with an additional per diem when attending track meets.

If travel is required to track meets, accommodation, meals and travel will be covered by the club.

Relevant Courses and training will be supported.