

Revelstoke, BC, Canada
Job Opportunity: Nordic Head Coach
Reports To: Head Coach Supervisor
Closing Date: 8:00PM, PST. April 30, 2025



REVELSTOKE NORDIC SEEKING NEW HEAD COACH!

The Revelstoke Nordic Ski Club (RNSC) is currently seeking a motivated and energetic individual to fill the full-time position of **Nordic Head Coach**. The position will lead and/or oversee programming from the Learning to Train through to the Training to Win phases of athlete development.

The RNSC is a nationally affiliated club and a registered non-profit organization that traces its roots back to 1891, with a long history of organizing and delivering programs geared towards Nordic skiers of all ages and performance levels. Nestled in between the Monashee and Selkirk Mountain Ranges, the RNSC has over 30km of groomed trails for both skate and classic, including 6km of night skiing. Current club membership has grown to approximately 1200 members, up from 700 in 2018; this represents 15% of our community population. The RNSC offers athlete development programs for ages 4 to adult, including the Jackrabbits and Skill Development Program, Elementary Ski S'kool, High School Ski, Ski After School, Private / Group lessons, and Race Team, delivered under the leadership of our Director of Athlete Development, Athlete Development Committee (ADC), Skill Development Program Coordinator (SDPC), and paid full-time Head Coach. Whether we are growing our Bunnies and Jackrabbits participation numbers to record totals, achieving top 10 rankings at Ski Nationals, or qualifying athletes for international competitions, the RNSC is proud of its successes and is eager to foster a well-balanced approach to continued growth and development.

STATEMENT OF QUALIFICATIONS

This position requires a comprehensive technical and leadership skill set, which will be used to help grow RNSC's presence within our community and the interior region, and to continue to establish the club's reputation of being a full-service Nordic ski club in Canada. The position will require travel, as well as working in the evenings and on weekends.

A detailed description of required skills and qualifications can be found in the Head Coach Job Description that is included at the bottom of this posting. Please review before submitting your application.

Experience:

- Previous Head Coaching or Assistant Coaching experience.
- Athlete monitoring and training plan design (Training Peaks).
- Managing and leading a team of volunteer coaches (CC through L2C).
- Wax and race support operations.
- Planning and executing training camps.
- Completing administrative duties as required.

Personal Suitability:

- Exercises sound judgment.
- Enjoys interacting with others.
- Connects personally with people.
- Makes things happen.
- Communicates effectively.
- Takes responsibility.
- Knows oneself.

- Strives for excellence.
- High degree of fitness.
- Committed to self-development.

RESPONSIBILITIES

Reporting to the Head Coach Supervisor, the applicant is directly accountable for the club's Track Attack, Junior Development, and Senior Development programs, and will work in collaboration with the Skill Development Program Coordinator (SDPC) to ensure continuity across all stages of athlete development.

Specific head coach responsibilities, along with skills and qualification requirements, are detailed in the Head Coach Job Description that is included at the bottom of this posting. Please review before submitting your application.

CONDITIONS OF EMPLOYMENT

- Compensation for this position will be commensurate with the qualifications and experience of the successful candidate in the range of \$53,000 - \$63,000, inclusive of benefits.
- One-year contract from an agreed-upon start date after May 1, 2025, to April 30, 2026, with the goal of annual renewal. The contract will be prorated from the start date.
- Must maintain a clean criminal record.
- Must maintain minimum \$2M liability insurance.
- Accommodation options may be available for discussion to assist with cost of living.

HOW TO APPLY

Please include the following with your application:

- Your resume with references (two minimum and at least one professional).
- A cover letter (2000 words maximum), clearly demonstrating how you meet the education, experience, and qualifications listed in the job description (below). The Revelstoke Nordic Ski Club strives to be an equitable employer by supporting the merits of the [Canadian Employment Equity Act](#) as described in the Purpose of Act section. Our hiring procedures will reflect this value.

Closing Date: April 30, 2025, or until the position is filled.

QUESTIONS & SUBMISSION

Please submit your application, and any questions regarding the position or posting, to Chad Smith at csmith@revelstokenordic.org

We thank all applicants in advance! Only those considered for an interview will be contacted.



Revelstoke Nordic Ski Club

Box 1618
Revelstoke BC
V0E 2S0
www.revelstokenordic.org

Head Coach Job Description

The Head Coach is a full-time year-round position with a salary based on the coach's skills and experience. Working hours will vary throughout the year, with the position requiring extended workdays or work weeks during the ski season. The Head Coach reports to the Head Coach Supervisor, with opportunities to participate in other activities temporarily reporting to other organizations outlined in this role.

The Head Coach is responsible for the following:

Junior / Senior Development (JD/SD)

- Lead three to four sessions weekly during summer months
- Lead four sessions weekly during the fall and winter months
- Lead dryland and on-snow team training camps
- Collaborate with physiotherapists, physiologists and strength trainers to create comprehensive programs
- Prepare Yearly Training Plans (YTP) for athletes and provide year-round monitoring
- Provide pre/during/post season review of performance goals and objectives with JD and SD athletes
- Provide athlete testing to establish baseline fitness state and monitor change
- Develop network of professionals to support athletes as necessary
- Attend regional camps, Okanagan Cups, BC Cups, Westerns, Canada Cups and Nationals
- Facilitate parental support within all functions of team
- Facilitate coach development to assist in supporting team as necessary
- Provide technical training to ensure sufficient support for wax and ski preparation
- Lead pre-season athlete/parent meeting, including introductory wax clinic
- Support athletes and parents in determining appropriate gear selection
- Liaise with CCBC Dev Squad & BC Team coaches to ensure alignment of programs
- Lead club training camps including:
 - Mandatory: summer volume dryland camp and Christmas Holiday ski camp
 - Recommended: Frozen Thunder Canmore ski camp (JD only)
- Lead 1-2 gym sessions weekly and where appropriate during race season

Skills Development Program

Track Attack (TA)

- Coordinate three sessions weekly during fall and winter months, providing training plans to volunteer TA coaches
- Prepare seasonal plan
- Provide pre/during/post season review of performance goals and objectives
- Attend applicable camps and races as above and BC Track Attack Championships
- Facilitate parental support within all functions of team

- Facilitate coach development to assist in supporting team as necessary
- Provide technical training to ensure sufficient support for wax and ski preparation
- Lead pre-season athlete/parent meeting, including introductory wax clinic
- Support athletes and parents in determining appropriate gear selection

Bunnies/Jack Rabbits/Trail Blazers

- Collaborate with SDPC to establish season plan
- Conduct coach orientation
- Provide professional development opportunities to coaches aimed at enhancing their coaching competencies
- Facilitate mentorship opportunities between TA/JD skiers and Bunnies/Jackrabbit skiers
- Participate in sessions when available
- Lead final on-snow session of winter
- Lead pre-season parent information session

Headlamp Heroes

- Coordinate and deliver monthly toonie race series in coordination with the ADC

Cross Country BC

- Collaborate with Cross Country BC head and assistant coaches to ensure oversight and monitoring of athlete yearly training plans to provide ability for changes and feedback throughout the year. Specifically:
 - Ensure CSI-carded athlete yearly training plans are reviewed and approved by CCBC head coach or designate (required Comp Dev certified)
 - Set up regular mentoring meetings with CCBC head coach, including a pre-season meeting
 - Be aware of the terms of athlete CCBC contracts and maintain compliance with coach requirements
 - Conduct monthly fitness assessments of athletes
- Attend meetings and contribute to planning within BC Provincial Team Programs
- Encouraged to coach and lead CCBC Provincial level programming
- Lead Regional Camps as required

General Requirements

- Submit report to Annual General Meeting (AGM)
- Attend monthly Athlete Development Committee (ADC) meetings
- Co-manage RNSC youth-programming related club assets
- Support local retailers at racer-specific sales events
- Identify and recruit skiers to program
- Assist in planning and execution of club events as necessary
- Adhere to Nordiq Canada, Cross Country BC and RNSC policies and procedures
- Continue to pursue professional development opportunities; RNSC will cover expenses as approved

Skills and Qualifications

- Advanced classic and skate skier with advanced technical knowledge of both disciplines. Rollerski skills.
- Fit, athletic, and capable of being outside for long days and skiing with athletes during training sessions.
- Demonstrated ability to lead and manage volunteers, volunteer coaches and staff, and race support teams.
- Ability to work collaboratively and constructively with multiple stakeholders, including athletes, parents, RNSC coworkers, and the Athlete Development Committee.
- Demonstrates leadership skills, the ability to engage and motivate athletes, and communication and interpersonal skills.

- Demonstrated familiarization with Sport Canada's Long Term Athlete Development Model.
- Waxing and ski preparation skills.
- Proficiency with technology and tools to support planning, data tracking, and communication with a diverse audience.
- Minimum Secondary School diploma.
- Valid standard First Aid Certification or Wilderness First Aid.
- A Vulnerable Sector Criminal Record Check screen.
- Valid Class 5 driver's license and minimum \$2M liability vehicle insurance.
- Minimum NCCP certification: Competition Coaching Development for Learning to Compete (CCD-L2C), or CCD status reasonably achievable within one year in the role.