

Professional Coach Employment Program

2017 Guidelines



Professional Coach Employment Program for New Brunswick

Overview

The Professional Coach Employment Program (PCEP) provides an opportunity for a small number of New Brunswick Provincial Sport Organizations (PSOs) to hire a full-time professional coach to support Train to Train (T2T) and Train to Compete (T2C) athletes to move along the developmental pathway.

This Program compliments other programs and funding with similar goals including the High Performance Training Group program, the Athlete Assistance Program, Canada Games Sport Science program and support for provincial team and Canada Games team development provided through Core Support of PSOs.

A strong sport system recruits and retains large numbers of athletes. Some of these athletes will have the ability and dedication needed to move along the developmental pathway and compete for and on junior and senior national teams. This program is intended to support those athletes with the talent and drive to succeed.

A strong sport system is heavily reliant on coaching. Excellent coaching at all levels is the cornerstone of athlete development. In addition to developing athletes, the professional coach is expected to also play a role in the development of coaches.

Program Description

Funding is available to support the hiring of a full-time professional coach. The Department of Tourism, Heritage and Culture will commit \$30,000/year for 4 years to support a position. This funding is renewable. The minimum base coach salary is \$40,000. The PSO is responsible for the additional salary costs, plus the agreed upon employee benefits, professional development and associated costs (office, communications, travel, etc.). Employers are expected to provide progressive and competitive salaries and provide professional development opportunities.

This is a professional coaching position and the employee's primary responsibility must be to coach a core group of T2T and T2C athletes on a day to day basis in a central location. PSOs are encouraged to find and support ways for athletes outside of the centralized group to benefit from the coach.

The secondary role of the coach is to help develop other coaches through mentorship and training.

The work of the coach must be in line with Canadian best practices as identified by the national sport organization, Coaching Association of Canada, Canadian Sport Centre Atlantic and Sport for Life.

Outcomes

- a. Higher numbers of NB Train to Train athletes achieving success at the Regional (Eastern Canada) and national level.
- b. Higher numbers of NB Train to Compete athletes achieving success at the national level including selection to junior talent squads and progressive improvements at the national level.
- c. Higher numbers of NB athletes in the Train to Train and Train to Compete stages of development as demonstrated by increased number of entries in appropriate competitions.
- d. Increasing alignment of athlete development pathways with the sport's specific long-term athlete development plans.
- e. Progression along coach development plan.

Eligible Organizations are PSOs that:

- Are in receipt of funding through the Sport and Recreation Branch Funding Model I.
- Meet minimum standards of organizational capacity including good governance practices, policy, financial strength, membership, athlete development leadership and planning. (Appendix A)
- Can demonstrate the financial capacity to support the coach salary, benefits, professional development and associated employment costs.
- Have demonstrated the ability to move athletes along the T2T and T2C athlete development pathway of their sport and achieve success at the national level.
- Can identify a centralized 'day to day' training group of T2T and T2C athletes for whom the employee shall be the primary coach.
- Are able to hire a coach with a minimum certification level of Comp Development with demonstrated success in developing Train to Train and Train to Compete athletes

**Preference may be given to sports with disciplines featured in major games (e.g., Olympics/Paralympics Pan Americans/Commonwealth)*

Application Requirements

- a. Most recent reviewed or audited financial statement
- b. 4 Year budget for the position including:
 - a. Salary contribution
 - b. Benefits expense
 - c. Contribution towards professional development
 - d. Contribution towards athlete development
 - e. Contribution towards coach development
 - f. Contribution towards travel, office, etc.
- c. Identification of Position Management plans including:
 - a. The Committee of the board responsible for Personnel
 - b. Who the Coach will report to
 - c. Human Resource Policies (location of)

- d. Employee evaluation schedule
- d. Job description and sample contract
- e. Recruitment plan
- f. PSO short and long term developmental objectives associated with the position
- g. Identification of the centralized Training Group members and other athletes who will be serviced by the coach (age, stage, performance level).
- h. Training Plan
 - a. Season length – start and finish dates
 - b. Sessions/week
 - c. Location(s)
 - d. Competition plans
 - e. Additional coaches
 - f. Support services
 - g. Inclusion of non-centralized athletes
- i. Athlete Development Pathway for the sport (Appendix B)
- j. Coach development plan (Appendix C)
- k. Overview of any partnerships, if applicable.

Upon accepting a PSO into the program, the PSO will meet with the PCEP Program Committee to establish metrics for each athlete and for coaching in general.

Applicant Assessment Process

Only PSOs that meet the minimum criteria of organizational strength and a history of athlete success will be invited to apply for a position. Applicants will be assessed through an evaluation process led by the PCEP program evaluation committee.

Each application will be assessed based on the **requirements** listed above.

Program Management

The PCEP Program Committee will meet with each PSO for an annual evaluation of the position. Every 4 years, a more formal evaluation of the overall impact of the position will occur and a decision made on whether or not to commit funding to an additional 4 years.

Funding

Annual funding for the position (\$30,000) shall be allocated in advance of the coach's start/anniversary date.