**Calgary Saracens RFC**

**Youth Development Officer**

**Job Title:** Youth Development Officer

**Location:** Calgary, Alberta

**Reports to:** Director of Junior Rugby

**Purpose:** To promote, develop, and grow Saracens Junior rugby in North West Calgary through the implementation of rugby programs and initiatives in schools, community settings, and within the Calgary Saracens rugby club.

**Main Duties and Responsibilities:**

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| *Increase Participation* | * Develop and implement a growth strategy (in collaboration with the Director of Junior Rugby) which attracts, retains, and develops players.
* Collect and analyze participation data across the club, schools, and age groups to identify key focus areas for retention and growth
* Teach rugby in physical educations classes in elementary, junior high, and high schools in North West Calgary.
* Deliver specific rugby skills sessions to North West Calgary high school rugby teams
* Plan and deliver winter and summer rugby camps
* Distribute Calgary Saracens RFC promotional materials in schools
* Capitalize on every opportunity to build and promote Calgary Saracens Junior Rugby
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| *Player Development* | * Co-ordinate with coaches to plan, develop, and implement off-season training sessions for U15 and U18 players
* Plan, develop, and implement pre-season training sessions for all mini and junior rugby players
* Be familiar with representative rugby pathways and promote playing opportunities where applicable
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| *Coach Development* | * Plan, develop, and implement coaching training sessions for interested junior coaches and parents
* Provide education and ongoing support to junior coaches
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| *General* | * Contribute to all Calgary Saracens Junior rugby events and activities as required
* Initiate professional development
* Actively engage in other duties, projects, and opportunities assigned within the role
* Record-keeping and reporting
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**Qualifications, Experience, Skills:**

* Experience in playing for and/or coaching of rugby teams
* Hold a Level 2 World Rugby coaching qualification, and have completed Rugby Ready and Concussion Management modules
* Sound tactical and technical knowledge of the game of rugby
* Ability to work with, liaise with, and lead groups of people including teachers, coaches, parents, volunteers, etc
* Strong communication skills – oral, written, and interpersonal
* Strong planning ability with excellent organizational skills
* High levels of initiative and motivation
* Demonstrated ability to work independently or with little supervision
* Strong problem-solving, critical thinking, interpersonal and relationship building skills
* Action-oriented
* Computer literate
* Able to work flexible hours

**Contract Details:**

* This is a fixed-term, 12-month contract position starting August 15, 2017
* Honorarium of $10,000 per year
* Flexible, self-made schedule, with the expectation of working 15 hours per week, including evenings and weekends where needed