



Alpine Saskatchewan Program Director

Alpine Saskatchewan (also known as *Sask Alpine*) is the designated provincial sport governing organization for alpine skiing – a formal body associated with Alpine Canada. *Alpine Saskatchewan's* mission is to promote and govern noncompetitive and competitive alpine skiing within the province of Saskatchewan.

The organization is currently looking to fill the full-time equivalent Program Director position for a three-year term.

POSITION OVERVIEW

The Program Director will act as the leader of inter-provincial collaboration with our five local alpine clubs. Located in Saskatchewan, this position will provide overarching program development and support the specific execution of all programs in conjunction with the local clubs and their key stakeholders – including their club leadership, coaches, athletes, and athlete families. Additionally, the Program Director will support the *Alpine Saskatchewan* Board and the various committees in the overarching governance and direction for both alpine, ski cross racing and our Snow Stars/Nancy Greene development programs in Saskatchewan.

This position is ideally suited to a positive, creative, passionate, and experienced individual who will lead collaboration with all stakeholders within Saskatchewan, and with representatives from other Provincial-Territorial Sport Organizations, to ensure our programs are delivering supportive alpine and ski cross athlete pathways, coach development needs, and inter-provincial inclusion.

QUALIFICATIONS

- A minimum of 5 years of experience working in a leadership role in alpine skiing development.
- Exceptional communication skills (both written and verbal) and a proven track record of success in leading a range of athletic programs.
- Preferably experience at the high-performance level (PL Coach), including race and training camp management. Post-secondary education, advanced coaching certification and deliverables in coach education are considered assets.

RESPONSIBILITIES AND DUTIES

The role of Program Director is to support, manage, and administer *Alpine Saskatchewan's* alpine ski racing (Race) and ski development (Snow Stars) programs. This includes but is not limited to, strategic planning, program coordination, communication, administrative, equipment and coaching responsibilities. Some specific responsibilities and duties include the following:

- Actively promote, support, and attend all *Saskatchewan Alpine* events.
- Develop a 3-year program and athlete development plan with goals for each year and strategies for achieving these goals.
- Develop a dry land training exercise and programming for athletes to be able to access online, which would be implemented by local coaches.
- Prepare and manage budgets, with assistance from Board Treasurer, for all programming in support of the *Alpine Saskatchewan* Board of Directors for the operation and expenditures of the athletics programming, coaching, and coach education within approved budget amounts. This will also include administrative and budgeting activities as required to support our CWG/HP Coaches.
- Scheduling and planning of the yearly calendar for all age groups and all programs in Saskatchewan.



- Provide oversight and management of *Alpine Saskatchewan* coaching staff.
- Oversee *Canada Winter Games* athlete identification and technical package as well as the *Saskatchewan Winter Games* technical package.
- Ensure the appropriate coaching support is available to athletes attending major championships and interprovincial camps and provide guidance, advice and technical expertise as required to maximize performance.
- Develop a recruiting program for athletes, coaches, and officials to grow the sport in Saskatchewan.
- Develop and promote training opportunities for all coaches in the province, while ensuring all coaches are licensed prior to on snow training.
- Develop and oversee a *Saskatchewan Alpine* High Performance ski team, which has the aim of excellence in high level competition at Canada Winter Games, FIS, and regional levels - including the identification and promotion of high-performance racing in the province.
- Act as an adviser to club head coaches regarding race equipment regulations for all ages.
- Conduct annual performance reviews with all coaches employed by Alpine Saskatchewan.
- Facilitate a coaching conference/update in Saskatchewan in the fall or winter depending on what the needs of the coaches are across all programming – Race and Snow Stars.
- Communicate with coaches and Clubs regarding program events, program objectives, coaching, training, and athlete development opportunities as they come available.
- Working with funding partners to identify and apply for grants and bursaries.
- Support the *Alpine Saskatchewan* Board of Directors, participating in meetings throughout the year.
- Represent *Alpine Saskatchewan* at *Alpine Canada* led meetings for provincial program directors and maintains a positive relationship with *Alpine Canada*.
- Be knowledgeable about appropriate local, national, or international rules and regulations that govern alpine skiing and share that information with our members.
- Providing coordination support to race organizing committees at all race and festivals held within the province.
- Provide reports to the board monthly outlining what has occurred and what is going to happen as well as what we could be doing differently to improve the events.
- Communicate with Equipment Director to advise if new equipment is required or repairs are required to existing equipment is required.
- Maintain regular communication with key individuals and groups including clubs, other provincial bodies, athletes, administrative personnel, and technical experts to keep aware of current trends in training, technique, etc. and ensuring that such information is communicated with other Sask. coaches and club Program Directors.



COMPENSATION

Alpine Saskatchewan offers a competitive and comprehensive salary and benefits package. Salary will be commensurate with the qualifications and experience of the successful candidate.

APPLICATION

Please submit application (resume and cover letter) to the attention of Alana Ottenbreit - sask.ski@sasktel.net by May 15, 2024.

If there are any questions, please contact Tyler Pochynuk - President of Alpine Saskatchewan at president@saskalpine.com or 1.306.221.2986.