



WRESTLING BC
British Columbia Wrestling Association
Tel: 604-737-3092
Email : execdirector@bcwrestling.com
Website : www.bcwrestling.com

BCWA Grassroots Coach

In partnership with the Arjan Bhullar Foundation, BCWA is seeking to employ a Grassroots Coach for an upcoming program in Surrey, BC.

JOB DESCRIPTION:

The Grassroots Coach is responsible for providing support to BCWA in grassroots program development, execution, monitoring, and analysis in all programs. This includes programming for youth of all ages and abilities within the structure directed by BCWA and Arjan Bhullar Foundation. As a member of the BCWA team and reporting to the Executive Director, the Grassroots Coach is responsible for ensuring a consistent and best in class approach to all wrestling programs in British Columbia.

DUTIES AND RESPONSIBILITIES:

- Support the development, execution and analysis of new programming for youth participants.
- Execute sport development program work plans and task lists.
- Establish and manage effective working relationships with all constituents and partners of BC Wrestling office and its committees.
- Contribute to a collaborative, cross-functional team as a member of the BCWA sport participation development team.
- Use metrics and program tracking to continuously improve the quality of all programs.
- Recruit, hire, supervise, train, and evaluate staff as assigned.
- Assist with implementation of components within the BCWA Grassroots Wrestling Clubs Business Plan.
- Assist in formulation of policies, guidelines, evaluation processes, goals, and objectives for programs and other areas as assigned.
- Coordinate scheduling of facilities and reservations for other areas as assigned.
- Assess needs and interests, recommend programs to be conducted, evaluate after season ends, and make recommendations for changes as required.
- Obtain needed facilities, equipment, supplies, medical needs, and personnel to operate program.
- Determine programs' requirements.
- Establish method to deliver programs.
- Identify the target audience and communities.
- Deliver programs by traveling to assigned locations and provide on mat coaching.
- Work with newly trained coaches by providing training opportunities both on mat and online professional development.
- Liaison between BCWA office and coaches/members..
- The Services will also include any other tasks which the Parties may agree on.





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DELIVERABLES:

Collect all participants' registration and provide to the Executive Director.

Provide program evaluation forms to participants and collect and provide to the Executive Director.

Provide monthly reports to the Executive Director.

Provide on mat coaching for at least the minimum hours as assigned by the Executive Director.

Ensure supplies and equipment are available and meet safety standards.

Establish and maintain relationships with local organizational partners.

Develop and implement grassroots initiatives in line with BC Wrestling's vision and values.

Create detailed practice plans as directed by the Executive Director.

REMUNERATION: Salary will be dependent on work schedule and may vary from month to month. Hourly wage will be \$21.50 with monthly pay ranging from \$1,000 to \$1,500.

SCHEDULE: Monday to Friday from 9:30 am to 12:30 pm at WKX Gym in Surrey, BC.

TERM OF EMPLOYMENT

Employment begins September 30, 2024 and ends February 28, 2025. The contract may be renewed based on a successful performance evaluation and funding availability. Specific details will be provided in the contract.

CONDITIONS/REQUIREMENTS

Will have completed or shall complete and submit a Criminal Record Check as required through the Criminal Records Review Act for employee's working with children directly or having or potentially having unsupervised access to children in the ordinary course of employment.

Shall be at minimum a NCCP Competition Introduction Certified Coach.

APPLICATION DEADLINE:

Please provide a resume and cover letter to Non Ha by email, execdirector@bcwrestling.com

Application deadline: September 12, 2024 or when position is filled.