



## HIGH PERFORMANCE DIRECTOR BOXING CANADA

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**Organization:** Boxing Canada

**Title:** High Performance Director

**Job Category & Nature of Position:** Full time Employee

**Reports and accountable to:** Executive Director

**Location:** Montreal

**Deadline to Apply:** January 20, 2023

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### **ABOUT BOXING CANADA**

Boxing Canada is the national governing body for the sport of Olympic boxing in the country recognized by the Canadian Olympic Committee. The goal of Boxing Canada is to promote, organize and coordinate the sport of boxing for the advancement of the sport and its members of all levels and ages. The organization's vision is to inspire Canadians to make Olympic boxing a major sport and physical activity while striving towards Canada being a dominant nation internationally. For more information, visit [www.boxingcanada.org](http://www.boxingcanada.org).

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### **1. JOB SUMMARY**

The following elements shall be integrated into the position:

1. Develop and implement high performance strategies
2. Develop funding submissions and reporting
3. Develop the high-performance budgets annually
4. Implement monitoring programs and strategies to inform athlete and coach engagement
5. Collaborate on logistical functions related to international events and Major Games
6. Create and oversee yearly plans at international events and Major Games
7. Be part of comprehensive debrief processes throughout the year in collaboration with the high-performance department and Boxing Canada strategies



## 2. KEY AREAS OF RESPONSIBILITY

### High Performance Plan & Program Development

- Design multi-year and yearly training plans (YTPs) for the high performance, NextGen and national team (Elite, Youth, Junior) programs, supported by the Gold Medal Profile (GMP)/Winning Style (WS) and international calendar, which may include domestic and international, as well as centralized and decentralized strategies.
- Determine the budget, control accountability for all funds with respect to the program plan.
- Ensure appropriate Talent ID and recruitment strategies for athletes and coaches are implemented as part of the program plan.
- Lead and manage the high performance coaching and technical leadership structure, including all high performance, NextGen and national team coaches and technical staff (see below), ensuring input is effectively integrated.
- Establish, measure, and evaluate performance metrics and targets.
- Lead a “culture of excellence” by establishing an aligned and collaborative environment with all stakeholders involved with the program plan, as well as clarity around HP program objectives.
- Monitor and assist in developing the athlete daily training environment (DTE) through Boxing Canada’s network of training centres to ensure athletes are optimally prepared for performance and to continue to promote ongoing HP development.
- Oversee development and application of team selection and carding policies.
- Prepare annual operating reports, annual applications for financial assistance and other reports as required by all funding agencies and stakeholders.
- Provide input into anything related to High Performance or National Team Programs on an as needed basis

### Performance Science Integration

Oversee the effective implementation of integrated performance science services and resources through nationally and regionally driven performance science teams with the purpose of enhancing athlete performance, including planning, delivery, monitoring and research.

### High Performance & Staff Operations

- Lead and manage coaches and staff in line with Boxing Canada policies and practices, including supervision of all direct reports and consultants regarding annual objectives and targets, evaluations, and professional development opportunities to identified coaches.



- Ensure programs operate at, or under, approved budgets, ensuring maximization of resources.
- Seek additional funding sources for further development of Boxing Canada's high performance programs.
- Oversee the administration and reporting associated with the operations of the national program.
- Manage relevant HP communications and stakeholder engagement across Boxing Canada.
- Oversight of coach development and education

### **Competition/Event Support**

- Act as Team Leader at Championships, Major Games, and developmental events or appoint an appropriate designate to act in this capacity.
- Post-event debrief and reporting, including submission of a report to Boxing Canada Executive Director and other relevant organizations.

### **Partnerships and Relationships**

- Lead a collaborative high performance environment which includes input from coaches and staff across the country.
- Work closely with performance science staff and other national office staff.
- Work collaboratively with all Boxing Canada high performance and development centres, including satellite clubs and provincial governing bodies regarding athletes, programs and high performance systems.
- Manage Boxing Canada's relationships with the COPSI network.
- Act as Boxing Canada's representative and ambassador on all high performance matters and manage relationships with Sport Canada, Own the Podium (OTP), Canadian Olympic Committee (COC), Commonwealth Games Canada (CGC), International Boxing Association (IBA), and other keystakeholders.

### **Personnel Management**

- Supervising and managing all Boxing Canada paid coaching staff, IST, and contracted coaches/staff as required.
- Oversight of any high performance sport consultants that may be employed or contracted from time to time to advance program goals.
- Assigning objectives and responsibilities to all direct reports, monitoring and mentoring their achievements, and conducting their annual appraisals and performance reviews in conjunction with the Executive Director.



- Ensuring the application and adherence to association policies and directives by the athletes, coaches and IST.

### **Committees, Advisory Groups and Working groups Responsibilities**

- Liaise with and provide leadership to all relevant Boxing Canada committees, advisory groups and working groups.

### **Miscellaneous**

- Other duties, as assigned.

## **3. DESIRED COMPETENCIES**

### **Education**

- Bachelor's degree, ideally with a specialty in Sport Management, Business Administration, or a related degree; or equivalent combination of education and experience.
- An advanced degree in Sport Management or a related management field would be considered an asset.

### **Experience**

- Minimum seven (7) years of progressively responsible management experience, including the management of people, preferably within the sport system at the provincial, national, and international levels, with preferably a minimum three (3) years of experience at a senior management level.
- Extensive experience in and knowledge of sport at a domestic and international level including direct experience of High Performance Sport.
- Management experience in finance and human resources
- Experience and knowledge of combat sports would be an asset

### **Knowledge and Skills**

- Knowledge of the Canadian sport system
- Strong consultative, facilitation and decision-making skills
- Strong interpersonal skills
- Ability to plan, design, implement and manage programs
- Demonstrates passion and enthusiasm, and can motivate, lead, and empower others to achieve goals
- Strong people management skills with experience leading, coaching, and mentoring staff
- Ability to prepare and manage budgets, analyze financial records, and prepare reports.
- Strong business writing, presentation, and verbal communication skills in English and preferably also in French.



**DETAILS:**

- This is a full-time permanent position
- Travel at given times
- Work some evenings and weekends
- Remuneration: salary based on experience
- Excellent benefits plan

**APPLICATIONS:**

Please send your CV with a cover letter to Roy Halpin (Executive Director) at [rhalpin@boxingcanada.org](mailto:rhalpin@boxingcanada.org) by **12 p.m. EST on January 20<sup>th</sup>, 2023**.

We wish to thank all candidates for their interest, but we will only communicate with the selected candidates for interviews.

Boxing Canada stands for diversity, inclusion and equity, and is committed to fostering free, fair, inclusive, and equitable environments, both on and off the ring. Boxing Canada is an equal opportunity employer and actively seeks qualified individuals from under-represented and under-supported groups in Canada with demonstrated skills, knowledge and experience.