

Football New Brunswick – Manager, Football Development

Title: Manager, Football Development

Work Location: Remote, living in New Brunswick (travel throughout province required)

Position Type: Full time

Compensation Package: \$40,000-\$48,000 annual salary, employer RRSP match program, comprehensive health plan, 3 weeks vacation, plus 2 week Holiday closure (5 weeks total)

About Football New Brunswick

Football New Brunswick (FNB) is the Provincial Sport Governing body whose purpose is to initiate, regulate, manage and communicate programs, services and events that promote participation and excellence in amateur football across the Province of New Brunswick.

Position Summary

FNB is in search of an energetic and passionate member to join our organization! The Manager of Football Development will primarily focus on the Active Start and FUNdamental stages of the Long Term Athlete Development Model (LTAD). Focusing on growing the participation of football in our province through both new program offerings and working with our existing membership.

This role will develop new grassroots strategies to grow football participation for our members at the U12 and younger age categories. They will also use their relationship building and organizational skills to implement new flag program offerings in regions of the province that do not have football programs.

On top of these important growth initiatives the Manager of Football Development will also work closely with the New Brunswick Football Officials Association (NBFOA) to help build a sustainable pathway for the development and growth of officials in our province.

Key Responsibilities (may include but are not limited to):

Grassroots Development

- Develop a plan to grow participation at the Active Start and FUNdamentals stages of the Long Term Athlete Development Model. This could include but not limited to:
 - Development and execution of Football Canada programming such as the First Down Program

- Collaborating with minor associations on growth initiatives
- Finding and securing grants that align with our growth strategies

Flag Expansion

- Create a strategy to expand flag football participation in new areas of the province that currently don't have football programs. This could include but not limited to:
 - Developing a comprehensive plan to aggressively grow flag football participation throughout New Brunswick which would include player, coach and official development.
 - Develop relationships with town recreation departments, schools and volunteers in new communities
 - Be the point of contact between new communities and Football New Brunswick
 - Assist new areas to grow and expand year over year to become strong independent football associations and members of Football NB

Underrepresented Populations

- Develop growth strategies targeting underrepresented populations such as Women and Girls, Indigenous People, Newcomers etc.
- These could be new programs/strategies or aligned with other initiatives previously outlined in this job description.

Officials Development

- In collaboration with our members, Football Canada and the NBFOA develop a growth & retention strategy for both tackle and flag officials.
- Ensure all policies and procedures governing the rules/regulations of Minor Provincial Championships and National Championships are maintained and adhered to.

Other Duties Required of the Position:

- Participate in various committees formed by FNB as they relate to the role and responsibilities
- Assist the Director, Football Operations in executing football development camps
- Attend all FNB related meetings, including the annual general meeting, planning meetings, board of director meetings (as required), staff meetings and Football Canada committee meetings.
- Responsible for the interpretation and implementation of Football NB's policies as they relate to Manager of Football Development duties
- Assume duties of the Director, Football Operations, in the extended absence of the employee

Qualifications:

The selected candidate will have a combination of suitable education and experience to perform the job and ideally shall include the following qualifications:

- Minimum of Competition Introduction, Safe Contact and Making Headway NCCP training or willing to be trained
- Safe Sport Trained, or willing to be trained
- University degree preferably in Physical Education/Recreation/Administration OR equivalent knowledge and experience in the field.
- Experience in leadership positions with the ability to lead people successfully to achieve desired goals
- Excellent skills in program design, implementation and management
- Strong leadership, organizational, interpersonal skills
- Sound judgment and ability to handle matters of confidential and sensitive nature
- Highly developed communication skills, both oral and written, at all organizational levels
- Demonstrated experiences and understanding of program development and evaluation methodologies.
- Demonstrated ability to develop and maintain solid internal and external relationships
- Demonstrated ability to bring people together towards a common goal.
- Experience with a non-profit sport sector and volunteer community is an asset.
- Ability to travel and work flexible work hours
- Knowledge of sport systems and programs in Canada
- Excellent skills in long term program design & implementation management
- Excellent skills in budgetary planning & management
- A self-starter with the ability to work with limited supervision
- Marketing skills would be considered an asset
- Bilingualism would be an asset, but not necessary

Please send resume and cover letter to:

Josh Harris
Executive Director,
Football New Brunswick
Email: josh.harris@footballnb.ca
www.footballnb.ca

Application Deadline: February 17, 2023

Football New Brunswick would like to thank all who apply. Only those selected to be interviewed will be contacted