



**JOB DESCRIPTION**  
**NATIONAL PISTOL TEAM COACH**  
May 2017

The following is a job description for a volunteer coaching position with the Shooting Federation of Canada (SFC). Approved expenses incurred during the commission of National Team Coach duties will be compensated by the SFC.

**Minimum Qualifications:**

Interested candidates must:

- Be at least certified NCCP level 3 or certified NCCP Competition Development in the appropriate discipline, OR be able to demonstrate a combination of appropriate education, training and experience that is equivalent to the NCCP standards.
- Have current training in First Aid and CPR.

**Other Skills and Assets:**

- Written and oral fluency in both English and French
- International coaching and / or competitive experience
- ISSF Academy Coaching License
- Possess a valid driver's license and be able to operate a motor vehicle in foreign countries, in all regions of the world.
- Demonstrated ability in the use of MS Office and administrative skills managing a sport program.
- Experience in statistical analysis.
- Understanding of the Canadian Sport System.
- Knowledge of the international competitive environment.

Furthermore, the successful applicant will:

- Be a member in good standing of the Shooting Federation of Canada.
- Be a member of 'Coaches of Canada' and if possible achieve "Chartered Coach" status with Coaches of Canada. This includes a Criminal Background Check and Vulnerable Sector Screening.
- Be available to travel for team business across Canada and throughout the world for periods of up to 3 weeks at a time, any time of the year.
- Be named to the High Performance Committee
- Possess or be in the process of possessing a valid PAL
- Possess or be in the process of possessing a valid passport that must be renewed a minimum of six (6) months prior to expiry.

**Objectives:**

- The primary objective of the position is to assist Canadian target shooting athletes to attain the best possible results in international competitions with available resources.
- Secondary objectives are to:
  - raise the general standard of performance of Canadian National Team members,
  - promote the acceptance of current technical, physical, mental and tactical training methods, and
  - foster relationships with the personal coaches of High Performance Athletes.

**Responsibilities:**

- Establish goals (short and long-term) and objectives for the discipline and overall program.
- Prepare detailed annual team training and competition schedules.
- Work with an Integrated Support Team (IST) when resources permit.
- Plan and oversee major international competition selection trials.
- Organize and conduct National Team training camps.
- Assist athletes prepare annual training and competition schedules.
- Monitor National Team athlete's training plans and activities.
- Assist individual athletes establish their personal goals and objectives for training and competition.
- Seek coach training and certification at higher levels.
- Liaise with SFC office staff on all details pertaining to international team travel such as flight itinerary, hotel reservations, vehicle rental, competition registration, firearm permits and visa acquisitions.
- Assist office staff with administrative requirements for Canadian sport agencies such as Sport Canada, when required.
- Represent the Shooting Federation of Canada and the HPP to agencies of the Canadian sports system and the community at large, when required.
- Review and endorse Athlete Assistance Program (AAP) submissions at the request of the SFC Technical Director.
- Work collaboratively with HPC, other coaches and personnel to:
  - Contribute to the overall effective operation of the High Performance Program (HPP) and to meet SFC partner needs.
  - Develop athlete selection criteria and other criteria relevant to the HPP, and on the organization and conduct of team and individual training camps and trials.
  - Work with other discipline team coaches, assistant coaches and managers on program alignment and event participation.
  - Make recommendations regarding development opportunities for assistant coach(es) and the athletes' personal coaches.
- Work on other technical and administrative duties as determined by HPC.

Appointment to and termination from this position is by authority of the Executive Committee acting on the recommendation of the VPHP.

The position may or may not be filled as determined by recommendation of the National Team Coach Selection Committee.

The successful application will complete a Personal Services Agreement with the Shooting Federation of Canada.