

# CALALTA

FIGURE SKATING CLUB

<p>About Us</p> <p>Please see <a href="https://calalta.net/">https://calalta.net/</a> for more information</p>	<p>64 years and going strong! Based out of Calgary, Calalta Figure Skating Club has over 800 members, is well established, and a not for profit club affiliated with Skate Canada.</p> <p>Operating year round, Calalta offers a wide range of programming at both Jimmie Condon and Winsport arenas including Pre-CanSkate, CanSkate, Star Pathway, Podium Pathway, Adult/Teen Skate, CanPowerSkate, SynchroSkate and Ice Dance.</p>
<p>The Role</p>	<p>Under the direction, guidelines and policies set by the Board of Directors, the Board delegates to the Director of Skating the responsibility of successfully managing the day-to-day operations of the club.</p> <p>You are an ambassador and a positive advocate representing Calalta both on and off the ice and within the community.</p> <p>You're accountable for creating a highly productive environment in which our skaters thrive, and our coaches can bring and offer their best. This requires a constant balancing of priorities, including strategic, operational and leadership excellence.</p>
<p>Requirements</p>	<ul style="list-style-type: none"> <li>• Registered Skate Canada Nationally Certified Coach in good standing.</li> <li>• Previous experience leading or managing a club is an asset.</li> <li>• Strong business acumen and demonstrated management experience.</li> <li>• Broad knowledge of all skating disciplines is preferred.</li> <li>• Exceptional communication and organizational skills</li> </ul>
<p>Key Responsibilities and Attributes</p>	<ul style="list-style-type: none"> <li>• Cultivates the Calalta culture and continues to build on the strong foundation to foster our values while delivering on our strategic direction and vision.</li> <li>• Provides ongoing motivation, coaching and effective leadership of a team of over 30 coaches, setting clear goals and expectations.</li> <li>• Leads by example and models behaviour that reflects Calalta's values.</li> <li>• Successfully works collaboratively with the Director of Group Programs, Administrator and Events Coordinator.</li> <li>• Manages resource planning, recruitment, training, evaluation, and succession planning of the coaching team.</li> <li>• Has a growth mindset and displays a strong commitment to self development and personal growth.</li> <li>• Participates and contributes to budget/forecast/scheduling process each year.</li> <li>• Organizes and manages seminars for skaters and coaches with support from the office.</li> <li>• Remains actively engaged with Skate Alberta and Skate Canada with respect to promoting the club, seeking opportunities for Calalta and providing up to date information to the club and coaches.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Maintains and builds a strong network within the skating community.</li> <li>• Possesses a passion for skating, with energy and a positive personality.</li> <li>• Holds a high level of organizational and communication skills with the ability to communicate with a broad and diverse audience including skaters, parents, coaches, board members, clubs, Section staff and Skate Canada.</li> <li>• Ensures all Skate Canada and Calalta policies and workplace legislation are met.</li> <li>• Proficient with the MS Office suite of tools and social media platforms.</li> </ul>
Time Commitment	<ul style="list-style-type: none"> <li>• This is a salaried position with some coaching required. This is not a head coaching position.</li> <li>• The position is full time and with some weekend work required depending on event schedules.</li> <li>• Maintain weekday office core hours at Jimmie Condon.</li> <li>• Requires a presence at both Jimmie Condon and Winsport over the course of the week to foster collaboration amongst the coaches and skaters.</li> <li>• Represents Calalta at club and section events (including the Ice Show, club competitions, banquet, Sectionals and AGM)</li> </ul>
Application Deadline	April 15, 2024. Start date will be June 1, 2024
Contact Information	<p>For more information on the position, please contact the President Michele Whelan at <a href="mailto:info@calalta.net">info@calalta.net</a></p> <p>Resumes may be directed to Michele Whelan via email</p>