

# Skate Oakville – Skating Director

## Coach Wanted Advertisement



### ***About Skate Oakville:***

#### **About Us:**

Skate Oakville, Canada's largest skating club, proudly serves over 2800 members. We provide a high-quality skating experience for all levels, from beginners to competitive athletes. Our mission is to foster a supportive and inclusive environment where skaters can thrive and reach their full potential.

#### **Requirements:**

The successful candidate:

- Must be a Certified Skate Canada Provincial Coach (National Coach Preferred).
- *Have Experience:* Proven leadership experience in a similar role, preferably within a large skating club or organization.
- Will be a Skate Canada registered coach in good standing
- Will provide a copy of your coach dashboard

#### **Roles & Responsibilities: *Strategic Leadership:***

- Assist Executive Director in achieving board related strategic deliverables
- Provide feedback on the long-term sustainability of our programs and support delivery of the target culture at Skate Oakville
- Ensure program financial alignment and ongoing management

#### ***Ice Schedules and Management:***

- Manage ice schedules to ensure optimal ice time allocation for all programs.
- Coordinate ice schedule changes and communicate adjustments promptly.
- Develop and maintain program schedules and that meet the needs of all skaters, from beginners to competitive athletes.

#### ***Program Delivery:***

- Innovate and maintain high-quality programming aligned with Skate Canada's Long-Term Development pathways.
- Collaborate with coaches to deliver exceptional programs that meet club and skater goals.
- Ensure program standards reflect Skate Oakville's commitment to excellence.

- Visibility and presence with coaches, skaters and parents across programs to build trust and affinity to enable a structured cycle of feedback to enable continuous improvement (requires time outside of standard office hours)

***Coaching:***

- Lead and support a dynamic coaching team, fostering inclusion, collaboration and positivity to support the structured development and progression of our skaters.
- Drive the culture of Skate Oakville by overseeing daily coaching operations and uphold club policies and standards.
- Create and manage on-ice and off-ice schedules for STAR and Competitive programs.

***Assessment Days and Special Events:***

- Oversee assessment days, ensuring compliance with Skate Canada guidelines.
- Plan and execute engaging events, including competitions, ice shows, and outreach activities.

***Administrative Support:***

- Assist office administrative staff during peak registration periods, providing support with member inquiries and registrations.
- Ensure clear and consistent communication with members, coaches, staff and parents through various channels and social media to support base operations and celebrate successes.

**Skills:**

The successful candidate will:

- Exceptional communication and interpersonal abilities.
- Strong organizational and time management skills.
- Proven ability to make sound, confident decisions that balance diverse needs and priorities.
- Collaborative mindset with a talent for teamwork.
- Proficiency in Microsoft 365 environment.

**Time Commitment:** Full time salary position

**Skating Programs:** Star, Podium Pathway, events, etc

**Application Deadline:** January 24<sup>th</sup>, 2025

**Contact Information** Please send your resume to:

[office@skateoakville.ca](mailto:office@skateoakville.ca)

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Ontario

If you have any questions, please contact Joni McPhail at  
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