



## JOB POSTING – FOOTBALL MANITOBA

**Application Deadline:** TBD

**Starting Date:** TBA

### **POSITION: EXECUTIVE DIRECTOR**

#### **Job Description:**

Football Manitoba is the Provincial Sport Governing Body whose purpose is to initiate, regulate, manage and communicate the programs, services and events that promote participation and excellence in amateur football in the Province of Manitoba.

#### **Position Summary:**

Reporting to the President, Board of Directors, the **Executive Director** shall coordinate, plan, administer and effectively implement the activities associated with coach development (including certification and Respect in Sport), player development (grassroots and high performance), referee development and high performance (Provincial team) programs.

#### **KEY DELIVERABLES OF THE ROLE:**

##### **Coaching/Player Development:**

- Support the growth and development of coaches within the community
- Help promote the game at the grassroots level
- Help guide and facilitate High performance programs

##### **Leadership:**

- Set direction for the Football Manitoba Staff
- Coach and develop your team
- Help by providing governance and administrative support to the leagues

##### **Financial:**

- Develop and deliver on an annual budget
- Make the appropriate adjustment throughout the year to ensure the budget is protected.
- Oversee and set direction for the activities of the finance manager

##### **Communication**

- Work closely with the board to develop Policy and inform the board on day to day operational decisions as required
- Deliver information to the leagues in a clear and consistent matter
- Have the ability to work within conflict situations to help bring about a fair outcome

##### **Programming**

- Help with grassroots growth and development of the sport
- Develop programs to bring in new players and to increase exposure to player development
- Governance / Administration
- Assist the membership with policies and procedures to help them succeed in running their programs safely
- Look for ways to improve the administrative challenges faced by the clubs and associations



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### QUALIFICATIONS:

The selected candidate will have a combination of suitable education and experience to perform the job which includes the following qualifications and expertise:

- Have a proven track record of creating direction and coaching
- Completed all the requirements of the Level One NCCP Program or equivalent
- Combination of post-secondary education and experience
- Knowledge of sport systems & programs in Canada – Several years of experience in a leadership position with the ability to lead people successfully to achieve desired goals
- Excellent skills in program design, implementation and management
- Excellent skills in planning and budgetary preparation & management
- Excellent leadership, organizational and interpersonal skills plus written & oral communication skills
- Demonstrated reputation as a team player
- Work with leagues, associations, and clubs to develop and coordinate short and long range plans to foster continued growth of the sport.
- Attend league, association, and club meetings to act as an ambassador for the sport
- Have a passion for sports and working with the community

### APPLY NOW! Please State Annual Salary Expectations:

Please reply in confidence, including a complete résumé and references to Brett Lesperance, President, Football Manitoba at: [president@footballmanitoba.com](mailto:president@footballmanitoba.com)

### Type of Position:

Full time – Employee

### Contact information:

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