



## Manager of Development & Initiation Programs

**Location:** Based in Winnipeg, Manitoba  
**Reports to:** Executive Director, Provincial Performance Coach, Volleyball Manitoba  
**Position Type:** Full Time

Volleyball Manitoba (VM) is the governing organization for the sport of volleyball in the province. Our mission is to promote and facilitate the growth and excellence of volleyball in Manitoba. Incorporated in 1977 as a non-profit association, VM services the needs of its membership, which includes athletes (high performance, developmental and recreational), coaches and officials.

### Job Summary:

We are seeking a positive and energetic individual with strong organizational and interpersonal skills to provide leadership and support in a variety of developmental and initiation level program activities within Volleyball Manitoba. Working in a team environment, this position will be an integral part of a small and highly motivated team of professional staff and committed volunteers, helping to grow our organization and the visibility of our sport and brand through the delivery of these programs and activities.

### Primary Responsibilities:

- **Community Programming**
  - Provide support for the delivery of existing Initiation level programs (12U) plus implementation of new programming through partnerships with clubs, communities, and community centres.
  - Research, plan and develop the opportunity for a community-based house league concept to be delivered through Winnipeg's Community Centre network and infrastructure that would complement Volleyball Manitoba existing club volleyball season (ie. Jan – April).
- **School System Support**
  - Lead, promote, support and deliver volleyball programs for schools across Manitoba including both physical education volleyball curriculum and inter school competition models (below MHSAA).
- **Regional Outreach and Underserved Populations:**
  - Provide support and deliver development opportunities for athletes, coaches and referees from under-represented and/or marginalized populations throughout the province.
- **Other Volleyball Manitoba Program Support:**
  - Assist and support the organization, administration and delivery of Volleyball Manitoba's summer Provincial Performance Programs, support and promote sitting volleyball among other programs.

### Qualifications / Experience:

- University or College degree or diploma in Kinesiology, Recreation Management, Sport Administration, Coaching or related field.
- Certified Development Coach or willingness to attain certified status. Experience with initiation level volleyball programs.
- Experience in sport event or program management and delivery.
- Proven ability to work within a team environment with staff and volunteers, along with the ability to work independently.
- Computer and MS Office literacy.
- Other assets include working knowledge of the sport of volleyball and experience with not-for-profit organizations such as local, provincial or national sport organizations.
- Strong organizational and time management skills with the ability to set priorities, multi-task and meet deadlines. The role involves flexible work schedule (evenings and weekends) and travel within the province (driver's license required).

**Application Deadline:** Monday, October 17, 2022  
**Start Date:** Successful candidate will ideally start Nov 7, 2022

**To apply please forward resume, cover letter, three references and salary expectations by email to:**  
[volleyball.ed@sportmanitoba.ca](mailto:volleyball.ed@sportmanitoba.ca)

We thank all applicants for their interest, however only those candidates selected for an interview will be contacted.