

# 2025 Canada Summer Games

## Assistant Coach

The Assistant Coach for Canada Games 2025 is a volunteer position. The Assistant Coach for Canada Games 2025 will assist with the coordination and implementation of a program designed to develop athletes towards top performances by enhancing their daily training environment.



### ACCOUNTABILITY STRUCTURE:

- The Assistant Coach for Canada Games 2025 will be under the direction of the Head-Coach of the PEI Canada Games swimming.
- Swim PEI will provide administrative support through the Team manager and Head-Coach including financial administration for all Canada Games approved activities.

### SPECIFIC JOB DUTIES:

#### 1.0 DEVELOPMENT OF TARGETED ATHLETES

- Assist the Head Coach, with preparing a Training Plan appropriate to goals and objectives of CANADA GAMES 2025, while establishing and implementing daily training programs for full-time athletes.
- Assist the Head Coach with creating a training plan which may include the use of external providers, including mental performance, biomechanics, physiology, nutrition and strength and conditioning.
- Assist the Head Coach, to provide detailed monitoring and review of athlete performance to monitor criteria measuring the athletes' commitment to the program.
- The focus will be on progressing athletes to 2025 Canada Games Team.
- Assist the Head Coach to deliver a sound performance focused curriculum and program in a positive training environment through multiple identified training squads.
- Assist the Head Coach, to provide detailed monitoring and review of athlete performance to facilitate consistent progression of all athletes.
- Assist the Head Coach, to develop and implement an annual training and competition plan that optimizes the programs operational funding while providing the necessary components for the development of the athletes

#### 2.0 SYSTEMS DEVELOPMENT AND PARTNERSHIP SUPPORT

- Work in a team environment in collaboration with the Swim PEI Board, Head Coach, other assistant coaches and team manager.
- Work closely with other club coaches, to establish the athlete identification and development strategies required to ensure the successful implementation the Canada Games Training Plan.
- Ongoing collaboration, communication, and sharing of 'best practices' with club coaches.
- Support athlete identification events such as development camps, when appropriate.
- Develop effective communication strategies for key stakeholders including parents.

### 3.0 MANAGEMENT FOR THE PROGRAM

- Assist the Head Coach with updates and reports for the Swim PEI Board.
- Assist the Head Coach with tracking of testing and monitoring data for CANADA GAMES 2025 athletes to ensure the most effective use of any identified external providers.
- Assist the Head Coach to coordinate Coach /athlete review meetings for all athletes and ensure that all meetings are documented. Participate in other planning and evaluation meetings as required.
- Comply with all bylaws, policies and procedures of Swim PEI and Canada Games.

### 4.0 EXPERIENCE AND QUALIFICATIONS

- A proven track record in developing swimmers.
- Proven experience working within a multiple stakeholder in a high-performance development environment
- Sound understanding of competitive swimming
- Highly effective communication skills, with the ability to communicate easily to a range of audiences including athletes, coaches, parents and external stakeholders and sponsors.
- 2025 Games Assistant Coach will be required to be, at a **minimum**, “Age Group Coach (Competition – Introduction Advanced) **certified**. Those with old NCCP will be required to be fully certified Level 2 AND have successfully completed the Making Ethical Decisions (MED) Competition Development evaluation. Additional information can be found [here](#).
- Computer skills including experience and working knowledge of MS Office Suite (Including Outlook, PowerPoint, Excel and Word) are a preferred asset.

### 5.0 CANADA GAMES TEAM STAFF

*Excerpt from the 2025 Canada Games Technical Package*

#### 2.2. Staff

For 18 or fewer total competitors;

- 4 coaches / 1 manager
- If there are female athletes, one of the coaches must be female
- If there are male athletes, one of the coaches must be male
- If bringing Special Olympics athletes, 1 coach may be designated as a Special Olympics Coach

For more than 18 total competitors;

- 5 coaches / 1 manager
- If there are female athletes, one of the coaches must be female
- If there are male athletes, one of the coaches must be male
- If bringing Special Olympics athletes, 1 coach may be designated as a Special Olympics Coach