



Location: Kamloops, BC

Job Opportunity: Cross Country Ski Club Head Coach

Reports to: Overlander Ski Club Board and General Manager

Closing Date: until the position is filled

The Overlander Ski Club is seeking a Head Coach to lead and grow ski league programs and oversee competitive athlete development. The position is structured to be full-time during the ski season (approximately September to March), with the potential for an extended work term (including a full-time, year-round position) for the right candidate.

The Club

The Overlander Ski Club (OSC) is based out of Stake Lake Recreation Site, located a 25-minute drive southwest of Kamloops, BC. The OSC maintains 60 km of stellar cross country ski trails, with 7 km of lit trails for night skiing. More information on the facilities can be found [here](#).

The OSC is a non-profit registered sport society that is managed by a full-time general manager and an elected board of directors (the Board). The OSC has a dedicated membership base and has seen numbers growing in the past several years. In previous years the club has had a successful race program and still hosts races, with the potential to both host and attend many more. With the combination of a great facility, keen members, and the right Head Coach to lead, further development of the club is expected. The OSC is excited for this period of growth and strategic planning, and the Head Coach will be an integral part of this work, collaborating with members, volunteers, staff, and the Board.

Role and Responsibilities

Basic Requirements:

- Minimum Secondary School Diploma (post-secondary education in kinesiology, education, recreation, sport science, or a related field is an asset)

- Valid Class 5 Driver's License and access to a reliable personal vehicle (frequent driving required; carpooling is encouraged where possible)
 - Advanced cross country ski technique in skate, classic, and roller skiing; physically fit and able to demonstrate skills
- Current T2T NCCP certification appropriate to the coaching context (or ability and commitment to obtain required NCCP training/certification within an agreed timeframe. Those with extensive race and competition experience may be eligible to fast track to T2T.)
 - Able to meet Safe Sport requirements (e.g., CAC Safe Sport Training and Understanding the Rule of Two) and club/provincial sport organization screening requirements
 - A satisfactory Criminal Record Check (including Vulnerable Sector Check, as required) will be required as a condition of employment
 - Experience coaching competitive winter sports; previous experience as a Head Coach or Assistant Head Coach is an asset
 - Availability to work weekends, evenings, and occasional out-of-town travel
 - Proficiency in computer applications (e.g., Microsoft Office, TeamSnap, and Google Workspace) is an asset

Personal Suitability:

- Enthusiastic and motivated
- Team-oriented and collaborative
- Passionate about skiing and growing the sport
- Patient and empathetic
- Works well with athletes of all ages and abilities
- Solid communication skills
- Sound critical thinking and judgement
- Ability to connect and build interpersonal relationships

Job Description:

In this position, the successful applicant can expect to:

- Lead the development and delivery of athlete programs aligned with long-term athlete development (LTAD) principles
- Develop Program budgets for ski league program and race season
- Develop annual and seasonal training plans (including dryland and on-snow), and present an annual club athlete strategic plan to the Board at a designated Board meeting
- Plan and facilitate weekly training activities, including direct communication with group coaches, athletes, and parents/guardians (youth sessions typically Saturdays)

- plus Tuesday/Thursday evenings; Masters and other sessions to be scheduled with the General Manager)
- Support a safe, inclusive, and positive training environment by following Safe Sport practices and club policies, including appropriate supervision standards and risk management
 - Work alongside the Ski League Coordinator to organize additional training opportunities (e.g., events, camps, clinics, and guest coaching)
 - Recruit, mentor, and support volunteer coaches by setting clear objectives, providing coaching resources, and encouraging professional development
 - Monitor athlete progress and provide specific feedback and recommendations (including technical skill development, training load guidance, and goal setting)
 - Attend a minimum of three race events per season to provide leadership and coaching support, including wax planning, logistics, and coordination of parent/coach volunteers as needed
 - Foster camaraderie and good sportsmanship in all aspects of practices and competitions
 - Maintain familiarity with OSC Board priorities, contribute to continuous improvement of club operations, and assist in planning and delivery of club events as required
 - Participate in general membership activities from time to time as requested by the Board (e.g., wax clinics, technique refreshers, information sessions)
- d good sportsmanship in all aspects of practices and competitions

Conditions and Terms

- Seven-month contract to commence in September (to be pro-rated if actual start date is later), with the goal of annual renewal for subsequent seasons at the discretion of the Board. A longer work term including a full-time, year round position may also be considered for the right candidate.
- Compensation for this position will be commensurate with the experience and qualifications of the applicant, in the range of \$40,000-\$50,000. Where required for the position and within the parameters of OSC policies, expenses incurred for out-of-town travel and accommodation will be reimbursed by the club upon submission of receipts

Seven month contract to commence in September (to be pro rated if the actual start date is later) with the goal of annual renewal for subsequent seasons at the discretion of the board

How to Apply

To submit an application, please email the following documents to chelseaoverlanderski@gmail.com

- Resume
- Cover letter (maximum 1,000 words)
- Minimum one character reference and one professional reference

Note that this is a position working with children and youth and a Criminal Record Check will be required as part of the next stage of the application process.

Questions regarding this position can also be submitted to chelseaoverlanderski@gmail.com
We thank all applicants in advance, however only those considered for an interview will be contacted.