



PLAYER & COACH DEVELOPMENT COORDINATOR

Roles and Responsibilities

Description

The purpose of this role is to ensure that all players and coaches get the opportunity and support they need to develop their skills in basketball.

Duties

- Collaborate with the Mini House Coordinator and Travel Coordinator (VP) to plan and execute pre-season evaluations, and to ensure all players receive a fair evaluation
- Support the Mini House Coordinator and Travel Coordinator with making team rosters
- Develop and chair pre-season coaches meeting to provide expectations, support material and guidance to all coaches
- Mentor new coaches by attending some practices and giving feedback
- Work with coaches to help address parent or player concerns
- Coordinate additional training and learning opportunities for players and coaches
- Create a Coach Evaluation questionnaire at the end of the season
- Attend monthly AMBA Committee meetings
- Follow suggested timeline listed below
- Carry out other duties assigned by the Board

Preferred Qualifications

- Have solid experience as a basketball player or coach
- Be willing to attend some evening practices
- Have reliable transportation and ability to attend practices located in Airdrie, Balzac and Crossfield
- Enjoy working with children
- Be flexible, reliable, patient, and out-going
- Have solid communication and interpersonal skills
- Able to provide a clean Vulnerable Sector Check

Estimated Timeline

- June: - investigate and research possible coach and player clinics for the season
- August: - start planning evaluation sessions with Coordinators, create evaluation schedules and recruit evaluators
- September: - work with Coordinators and facilitate the evaluation sessions / plan and facilitate coaches pre-season meeting
- October: - follow-up with all coaches to ensure everything is on-track for the season, and possibly mentor new coaches
- January: - start planning Spring season (tentative) and notify coaches/players
- March: - develop and send Coach Evaluation questionnaire
- April and May: - review and summarize questionnaire results
- May or June: - attend Annual General Meeting (AGM)

Approximate time commitment: 10-15 hours per month