



JOB DESCRIPTION

HIGH PERFORMANCE DIRECTOR

ABOUT THE POSITION

Taekwondo Canada, a member of World Taekwondo and the national governing body for the sport of taekwondo in Canada, is seeking a dynamic individual to lead the organization's High Performance program that places Canadian Taekwondo athletes in positions to achieve sustained international success at international events including major games such as Olympics and Paralympics.

The High Performance Director (HPD) will have demonstrated success at developing and leading successful, large, and complex high performance programs which rely on the collaboration and commitment of internal and external stakeholders.

The successful candidate will build and develop relationships and credibility with national and international level athletes, coaches, and stakeholders.

This role presents a unique opportunity to have a positive impact on the delivery of high performance pathway both strategically and operationally throughout Canada.

The HPD has delegated authority for the high performance program within the scope of the approved High Performance Strategy. The HPD is accountable and responsible for the operations and expenditures of the High Performance Program within approved budgets. The HPD reports directly to the Executive Director of Taekwondo Canada.

IMMEDIATE SUPERVISOR: Executive Director
DATE OF POSTING: August 23, 2021
POSTING CLOSES: September 24, 2021
LOCATION: Remote

POSITION OVERVIEW

The High Performance Director (HPD) is responsible for the development, planning, management, and execution of all national team programs and initiatives ensuring consistent and sustained performance excellence at the international level, including World Championships and Major Games.

While the HPD is responsible for the overall high performance athlete development system, focus is to be primarily on Senior national team and athletes on the Podium Pathway to be developed.





KEY RESPONSIBILITIES

1. High Performance Plan Development

- Plan, oversee, implement, and evaluate all elements of the Taekwondo Canada high performance program and Podium Pathway to ensure sustainable excellence by Canadian athletes
- Develop and monitor goals and objectives in Taekwondo Canada strategic, high performance, and annual plans
- Prepare and monitor annual and quadrennial budgets
- Provide leadership and technical expertise to all high performance program stakeholders
- Communicate the vision and goals of the high performance program, serving as a key Taekwondo Canada brand ambassador for Taekwondo excellence in Canada
- Study and analyze international taekwondo developments and performance trends
- Develop a high-performance and development plan (short & long term), including a robust gap analysis, periodic benchmark testing and accompanying mitigation strategies
- Develop and present Taekwondo Canada's High Performance Plan to Own the Podium
- Update and clarify Taekwondo Canada selection protocols and coaching policies
- Develop National Ranking System
- Function as Taekwondo Canada's point of contact in relation to any funding or performance partner (COC, CPC, SC, OTP), including Games planning, in association with the Executive Director where appropriate
- Develops Podium Pathway strategies

2. National Team Program

- Plan and implement all national team activities
- Assess and monitor training and development programs for coaches and athletes, providing guidance as needed
- Develop and implement an athlete monitoring system, including oversight of athlete yearly training plans and annual evaluations
- Manage all aspects of team management including athlete and coach selection, preparation plans and planning including onsite efforts for World Championships, Major Games, and other major international competitions
- Develop, manage, and monitor a sport science, medical and paramedical program
- Manage the athlete side of the organization's anti-doping program and compliance with the Canadian Anti-Doping Program
- Oversees Taekwondo Canada's athlete funding system, including all matters related to securing Athlete Assistance Program or "carding" via Sport Canada

3. Podium Pathway Development

- Design a seamless athlete development pathway/system designed to ensure the next generation of talent capable of achieving excellence goals





- Work collaboratively with the Provincial and Territorial Governing Bodies (PTSO) provide assistance and mentorship with regard to athletes, programs, and alignment of athlete development systems
- Deliver athlete pathway/LTAD education for coaches, players, parents, and administrators
- Devise and implement a talent identification system
- Develop strategies for implementation of Taekwondo Canada's Long Term Athlete Development (LTAD) model integrated with our NCCP model
- Design and oversee delivery of appropriate national and regional camps, clinics for Podium Pathway athletes
- Monitors and approves Yearly Training Plan templates
- Manage all aspects of Podium Pathway athletes' management including athlete and coach selection, preparation plans and coordination for World Junior Championships, Pan American Junior and Cadet Championships, and other suitable major international junior competitions

4. Partnerships and Relationships

- Work collaboratively and managing expectations with the Provincial/Territorial Governing bodies and High Performance Advisory Group with regard to athletes, programs, and high performance systems in and from their respective provinces
- Develop positive working relationships with high performance coaches and seek their input and feedback where appropriate
- Function as Taekwondo Canada's representative on high performance matters with performance partners and stakeholders
- Prepare annual operating reports, annual applications for financial assistance and other reports to all funding agencies, as required

5. Personnel Management

- Align and support coaches in implementation of performance and training program objectives
- Manage and coordinate the activities of all National Team Program coaches, contractors and staff including sport science and paramedical personnel
- Oversee Taekwondo Canada's High Performance Coordinator

6. Technical Leadership and Support

- Review Taekwondo Canada's athlete performance and provide relevant analysis to the Executive Director
- Ensure that all reporting to either performance partners/ Board of Directors or Executive Director is done in a concise and timely manner
- Support other organization function areas such as communications, events, and administration





TAEKWONDO CANADA

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LEVEL OF AUTHORITY

The HPD is accountable for the high performance program and performance results. As such, the HPD is responsible for the design, decision making and actioning of program elements, within the context of the organization's strategic and high performance plans, budgets, and foundational and operational policies. The HPD reports directly to the Executive Director and will Chair the High Performance Advisory Group as required.

WORKING CONDITIONS

The HPD will be a relationship and alignment builder with a large and diverse group of athletes, coaches, training centres, and administrators, and thus will need to devote consistent effort to effective communication. Travel and ability to work occasional evenings and weekends are requirements.

Applicants must be fluent in English. Working effectively in French is an asset. Applicants must submit a resume and cover letter directly to Executive Director Dave Harris at: ed@taekwondo-canada.com. No phone calls will be accepted. Those selected for an interview must provide Taekwondo Canada with a Vulnerable Sector Check.

NOTE: Only those selected for an interview will be contacted. Posting will close Friday, September 24th, 2021 at 5:00 p.m.

