



**Field Hockey Canada
High Performance Manager (HPM)**

Working in collaboration with a variety of partners, Field Hockey Canada is the national sport governing body responsible for the development, growth and promotion of field hockey in Canada. Among its responsibilities, Field Hockey Canada selects, prepares and promotes Canada's teams for international competitions including Continental Championships, World Championships, and major multi-sport games (e.g. Olympic Games, Pan American Games and Commonwealth Games).

Field Hockey Canada is seeking a highly organized and motivated individual with a sound technical knowledge of sport and 5+ years experience in a high performance environment. The HPM will play a critical role in all logistical aspects of both the women's and men's National programs and report directly to the National Team Head Coaches.

The successful applicant will operate within the guidelines of a National sport governing body that is committed to on-field success and the overall growth and promotion of the game across Canada. A team player with exemplary communications and interpersonal skills is critical for success of this role – involving multi-tasking and dynamic interaction with coaches, athletes, volunteers, media, staff and the general public.

The HPM is a full-time position located in Vancouver, BC. The position will include full benefits and a competitive sport industry salary commensurate with experience.

Please submit applications by Monday, September 23, 2013, to the attention of:

Jeff Sauvé via email at jsauve@fieldhockey.ca

Please include a cover letter, résumé and salary expectation range.

No phone calls please! Only those selected for an interview will be contacted.

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HPM Duties & Responsibilities Overview:

Duties and responsibilities of Field Hockey Canada's HPM will include, but are not limited to:

- Manage the planning process for a quadrennial High Performance strategy under the direction of the National Team Head Coaches.
- Ensure the details of the strategy are implemented on an ongoing basis, and in collaboration with program managers and coaches.
- Develop an annual and quadrennial debrief cycle process to assess high performance program success.
- Oversee the logistics for the preparation of annual and quadrennial high performance evaluations using the principles of 'gap analysis'.
- Consolidate annual and quadrennial Performance Reports based on the outcomes of the Debrief Cycle.
- Plan and manage regular meetings with coaches, managers and integrated support team (IST) members, providing support and guidance as necessary.
- Work in collaboration with managers to ensure budget compliance and that an action plan is set for all major international and domestic events.
- Provide support for each National program regarding performance analysis, data tracking and information.
- In collaboration with the Manager of Communications and Partner Services, manage program databases for athletes and alumni.
- Manage on an ongoing basis the athlete assistance program (AAP, or also know as "carding"), including all reporting deliverables.
- Ensure activation and compliance for athletes with respect to Canadian Athlete Insurance Program (CAIP) and Canadian Centre for Ethics in Sport (CCES) programs.
- Work with staff as required ensuring reporting compliance for funding allocated toward High Performance, and execution on related deliverables.



- Work in collaboration with co-workers and volunteers at events.
- Serve as the key contact for various international and domestic partnerships.
- Integrate with the daily training environment to facilitate conditions for success on and off the field.