



NOCP - Education Lead

Nature and Scope:

Ringette Canada is the national sport organization that governs, promotes, and leads the development of ringette. We are seeking a dynamic individual to join our remarkable team. The main responsibility of Ringette Canada's **NOCP - Education Lead** is to inform, lead and support the development of the officiating educational pathway in line with Ringette Canada's Long-Term Officiating Development Matrix. Working with the **Lead Official** to support recruitment and policy development in conjunction with Ringette Canada's Director of Sport and/or Sport Coordinator. The NOCP - Education Lead works in conjunction with the National Office Staff, Provincial Partners, and other volunteers in the fulfillment of their roles and duties. The NOCP - Education Lead reports to the Sport Coordinator - Officials and the Sport Director.

The specific responsibilities of the *NOCP - Education Lead* are, *but not limited to*, the following:

Essential Responsibilities:

- Officials Program
 - Assist the Sport Director or designate with coordination and project management of the National Officiating Certification Pathway.
 - Provide support to the Sport Coordinator for the day-to-day contact for the online official management system.
 - Assist the Sport Director and Sport Coordinator with coordination of meetings, work groups, and execution of tasks for the development of educational programs and systems.
 - Develop and support the long term strategic plan for course content and revision for officials, evaluators and instructors
 - Master Facilitator and Facilitator committee and workgroup lead as identified by the provinces and / or based on their subject matter expertise and selected by the NOCP-Education Lead and Sport Director or Designate.
 - Development, oversight and updates to all NOCP clinics including Master Facilitator, and officiating pathway clinics for officials, evaluators and facilitators.
 - In rule change years lead the updates to educational material and clinic material.
 - Provide recommendations to the Sport Director or designate on the development and oversight of annual certification and evaluation program protocols.
 - In collaboration with the Sport Director or designate Coordinator, and Ringette Canada's Provincial partners plan, coordinate and ensure quality delivery of all official training courses
 - Sport Director or designated Sport Coordinator and in collaboration with the Lead Official, coordinate program content review and NOCP revision updates.
 - Work in partnership with the Lead Official and Ringette Canada staff to review the feedback and recommendations from the officiating membership relative to officiating program changes in policy and terms of reference.
 - Liaise with the Lead Official on matters related to officials development and training
 - Attend Ringette Canada Events as needed

Qualifications:

- Be a current Master Officiating Facilitator, and Evaluator
- Have a thorough understanding of all current Ringette Canada and IRF rules
- Have strong organizational and interpersonal skills as well as leadership and communication abilities for educational purposes.
- The ability to develop a long term strategic plan for course content revision

- Project management skills
- Knowledge of Canadian Sport System
- Demonstrated ability to work with volunteers
- Strong knowledge of web-based and desktop publishing software
- Experience in learning design or education and delivery

Key Competencies:

- Commitment to the vision, mission, and values of Ringette Canada and True Sport Principles
- Strong administrative, leadership and project management skills
- Leadership and communication abilities for educational purposes
- Excellent oral and written communication skills, organizational ability and a results-oriented approach
- Able to work independently, and within a team environment
- A solution finder with high Integrity, trust and confidentiality
- Bilingualism is an asset
- Knowledge of the Safe Sport principles is an asset

Type of Position:

Location: Remote:

Job Type: Volunteer

Term: 2 years +

Interested candidates may submit their resume and cover letter to:

jake@ringette.ca by 9am EST on Nov. 15, 2023

Please title the email as: EL_2023_YourName

MISSION

Ringette Canada is the national sport organization that governs, promotes, and leads the development of ringette.

VISION

To be the world leader in growing ringette.

VALUES

Ringette Canada has defined a core set of business values to enhance our work and strengthen our relationships. The following business values, along with our adherence to the True Sport principles, reflect our passion for, and our shared commitment to the sport of ringette.

WE BELIEVE IN:

Innovation We invest wisely. We take chances and manage risks. We are stewards of the game.

Collaboration We are in this together. We include diverse perspective to enrich our experience. We purposefully create a safe and welcoming work environment.

Accountability When we live our values, we manage and lead with integrity. We operate with transparency and communicate proactively. We take responsibility for our actions and learn from our mistakes.

Respect For the game. For the rules. For our heritage. For each other.

Excellence We demand quality. We offer world leading programs and services. We bring our best to each situation.