



Title: Rugby Development Manager

Type of Position: Full-Time

Location: Remote

Rugby Canada, the National Sport Organization responsible for governing Rugby Union in Canada, is looking to hire a Rugby Development Manager. This individual will be responsible for the growth and development of community rugby, in partnership with Provincial Unions, across Canada.

Reporting to the Director of Development, the purpose of this role is:

- To grow and develop Rugby Canada's Rookie Rugby Program,
- To work collaboratively with members of Provincial Unions to create programs to grow and develop community rugby
- To grow and retain the current participants in rugby
- To report to key stakeholders on the growth and development of rugby across Canada
- To work with key sponsors to ensure that agreements are sustained around National Competitions

Responsibilities:

- To lead the National Community Rugby Strategy while communicating with key stakeholders and provincial unions
- To grow and develop Rugby Canada's National PlaySmart Program through Provincial Unions
- To manage the allotted budget
- To oversee the daily operations of Rugby Development Officers, through their Provincial Unions
- To implement, develop, monitor and review Rugby Canada's Blue Card Program
- To create Rugby Canada's Community Resources for provincial unions, clubs and rugby organizations
- To perform all duties assigned by the Director of Development

HEAD OFFICE

Victoria Office / Bureau de Victoria
3024 Rue Glen Lake Road
Langford, BC CANADA V9B 4B4
Tel / Tél: 250 418 8998
Fax / Téléc: 250 386 3810

Vancouver Office / Bureau de Vancouver
Suite 450 - 375 Water Street
Vancouver, BC CANADA V6B 5C6
Tel / Tél: 778-379-5770

rugby.ca
info@rugby.ca

Canada





Requirements:

- Appropriate degree or equivalent experience
- Experience in budget management
- Experience in management of complex projects involving multiple stakeholders
- Strong communication skills; both written & verbal; ability to develop and deliver presentations
- Working knowledge of Community Rugby standards, expectations and opportunities
- Ability to build successful partnerships to maintain and improve relationships with a diverse group of stakeholders
- Ability to initiate, monitor and review projects and activities in line with organizational plans
- Experience in sport, notably at the community level
- Self-starter with a proactive attitude
- Strong interpersonal skills; the ability to resolve sensitive and critical issues
- Proficiency in the use of technology, including but not limited to:
 - Microsoft 365
 - Adobe Creative Suit
 - Microsoft Outlook
 - Microsoft Office
- To legally work in Canada (*If you are applying from outside of Canada, you must include in your cover letter that you are legally able to work in Canada.*)

Close date is: 29th March, 2020

Please forward your cover letter and résumé to:

Paul Hunter, Director of Development

E-mail: phunter@rugby.ca

Only those selected for an interview will be contacted.

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