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| Position Title Program Leader/Head Coach | Team/Level Junior and Senior Abbies (Men and Women) |
| Application Deadline December 30, 2021 | Supervisor Position Title Director of Rugby |

Position Summary

The role of the Program Leader/Head Coach is to oversee the team/program management and leadership for the Junior and/or Senior Abbies program(s), and to provide strategic support to the Director of Rugby to ensure the mandate of the PEI Rugby Union is fulfilled.

Duties & Responsibilities

- Providing leadership to coaches and players to improve the Abbies program(s).
- Managing the resources of the team(s) and team officials including ordering and managing kit, supplies and field bookings (indoor and outdoor).
- Establishing and maintaining positive relationships with counterparts in neighbouring provinces while being an ambassador of the game/program to the community and the families of players/participants.
- Developing/managing a number of active programs (15s, 7s, Academy, various age-grades, etc.), encouraging growth in skills and player development, participation and competition. *
- Developing an action plan to improve on programs, player development and retention.
- Providing support to the Director of Rugby as required.
- Managing the selection process for the 2025 Canada Games (junior programs only)
- Will be required to follow and enforce CPHO and PEIRU COVID-19 Guidelines, as well as all other PEIRU policies and codes of conduct.
- Will be required to manage resources of the team(s) and team officials including ordering and managing kit, supplies and field bookings.
- Will be required to travel with the team to neighbouring provinces and national events.
- Willingness to kick-start fundraising and look for sponsorship opportunities.

*Growth and development to be measured by players achieving or being provided opportunities at the next level (Atlantic, National, University, Senior Abbies, etc); retention of players; and the number of athletes registered/participating.

Expectations

- Knowledge of the mandate, policies, programs, services, roles and responsibilities, organizational structure and strategic priorities of the PEI Rugby Union.
- Knowledge of the PEI Rugby Union Athletes' Code of Conduct, Coaches' Code of Conduct, Concussion Management Protocol, Rugby Ready and any other governing policies or documents.
- Knowledge of and ability to apply the theories and principles of structures and systems of rugby, as well as the methods, techniques, principles and practices used in developing, coaching and managing practices, off-field training and game-day preparations.
- Knowledge of the different variations of rugby (15s, 7s).
- Ability to apply coaching techniques obtained through rugby-specific and multi-sport coaching certification.
- Ability to research skills in order to explore options with new structures or systems depending on the makeup of the team's strengths/weaknesses.
- Continued study to keep up-to-date on trends and developments in provincial, national and international play in order to improve the level of play within PEI Rugby.

- Ability to ensure correct rugby techniques (tackling, passing, scrumming, etc) are being adhered to minimize risk and ensure improvement in gameplay.
- Ability to coach/manage practices using a variety of drills to challenge and improve ball movement and overall gameplay.
- Ability to effectively review game tapes from all team games and identify trends and come up with resolutions for any problems; review game tape of opposition ahead of game day in order to prepare for the week when possible.
- Ability to maximize players' full potential and helping promote options at higher levels.
- Willingness to have conversations with players/parents/medical staff about injuries and opportunities, as required.
- Ability to effectively represent the PEI Rugby Union when at the field in any situation while being respectful to the players, fans, coaches, and officials.
- Ability to communicate with other provincial unions and teams and establish new relationships while maintaining current relationships.

Qualifications

- Candidate will ideally have 5 years of senior-level coaching capacity or comparable experience as a program manager/head coach in a high-performance rugby environment.
- Candidate must have or be willing to complete level 2 World Rugby coaching certification program
- Candidate must have or be willing to complete the following NCCP coaching certifications:
 - Make Ethical Decisions,
 - Design a Basic Sports Program,
 - Manage a Sport Program,
 - Making Headway, and
 - Safe Sport.
- Experience managing and executing out of province or international tours/tournaments is beneficial but not a requirement.

Application

Individuals interested in applying must submit:

- a resume: general and rugby (including all rugby credentials),
- an outline of all previous sports involvement in coaching/managing/volunteering, etc.,
- contact information for two references and outline their relationship to the applicant,
- a cover letter indicating interest and goals for the role, both individually and for the program, and
- a police vulnerable sector check.

Selection Process/Tenure

- The selection committee will be composed of the President, Director of Rugby, and two long standing PEIRU members. In a case where one of these committee members is an applicant the remaining committee members will select another PEIRU member to join the selection committee.
- Qualified candidates may be asked to go through the interview process which may include on-field practical work.
- Position will be a 2 year term (from selection until Dec 31st of the second year) with an annual review by the committee and the possibility to be an unlimited 2 year term renewal; if the committee deems the coach is not fulfilling the role the 2 year term may be terminated prior to the end of the term.

Applications open effective immediately and close Thursday, December 30, 2021. Interviews will begin January 3rd, 2022, as needed and selections will be made by January 12th, 2022. The selected applicant will assume the role effective immediately while not interfering with any previously planned rugby activities.