



LIFESAVING SOCIETY
SOCIÉTÉ DE SAUVETAGE

*The Lifeguarding Experts
Les experts en surveillance aquatique*

Lifesaving Society Canada Job Description Sport Commission - Coach & Officials Working Group

Purpose

To contribute to the development of Lifesaving Sport in Canada with specific focus on programs and activities that support the Long-Term Athlete Development (LTAD) plan.

Reporting Relationship

Working Group members report to the Coach & Officials Chair and are expected to follow all conditions as set out in this Job Description and in the Sport Commission Terms of Reference. Although reporting to the Coach & Officials Chair, working group members may also collaborate with:

- Other Sport Commission members
- Other working group members
- National Athlete Council
- National Team Manager
- National Team Head Coach
- National staff
- Branch and/or Provincial Sport Organization (PSO)
- Any other group or individual as approved by the Committee Chair or by the Commission

Terms & Conditions

- Members are appointed for a two (2) year term, renewable at the discretion of the Coach and Officials Chair.
- Members are volunteers and serve without remuneration.
- Time commitment varies depending on projects undertaken but generally averages 3-5 hours per week.

Responsibilities

1. Attend working group meetings (normally held virtually).
2. Actively contribute to discussions and decision-making on items assigned to the Working Group.
3. Support the completion of action plan items as delegated by the Chair.
4. Participate in sub-working groups or specific project teams as required.
5. Carry out specific tasks as assigned, which may include but are not limited to:

- a. Assisting with the maintenance and delivery of officials and coaching programs.
- b. Contributing to the development or review of resources such as hosting manuals, and Long-Term Athlete Development plan and related resources.
- c. Providing input on rules and guidelines when requested.

Skill Set and Knowledge Areas

1. Experience as an athlete, coach, official or manager in any sport
2. Knowledge of lifesaving sport is an asset
3. Knowledge of program development and project delivery is an asset
4. Ability to communicate in English and French is an asset

How to Apply

Interested individuals are invited to submit a letter of interest highlighting their relevant experience and motivation for joining the Coach and Officials Working Group, along with a full resume and a letter of support from their Lifesaving Society Branch.

Applications should be sent to:

Dave Vaillancourt

Sport Coordinator

dvaillancourt@lifesaving.ca

Deadline for submissions: October 19, 2025