

Lay-Up Youth Basketball (Lay-Up)
Full Time Coach
12-month contract
Lay-Up Youth Basketball



Lay-Up is a charitable organization (BN:77709 6124 RR0001) whose mission is to harness the power of the sport and culture of basketball to develop the skills and confidence children and youth need to navigate their future. Since 2013, Lay-Up has been running cost-free basketball programs in Toronto's Neighbourhood Improvement Areas. We use high quality basketball training as a platform to deliver meaningful, customized off-court programming that will equip children and youth for success. To facilitate our program, we work closely with our partners including Nike, Jumpstart Foundation and Canada Basketball.

Please refer to Lay-Up's website (www.layup.ca) for more details.

Full Time Coach

Full Time Coaches provide leadership on and off the court, execute our in-person and virtual programming, support community engagement strategies and are involved in a range of administrative functions. Full Time Coaches should have administrative, community relations and youth basketball programming experience. They must have a strong presence, leadership skills and be comfortable working in a range of settings including an office, gym, out in local communities and delivering programs in a virtual setting. Full Time Coaches should have a minimum of 2 years of experience working with children and/or youth based programming - ideally in a small, dynamic organization. The successful candidate will report directly to Lay-Up's Director of Basketball Operations and support relationships with many of our external stakeholders including our partners, vendors, community outreach centres, program parents and participants. As a growing organization, the Full Time Coach is a part of a high performance team and maintains effective communication with the leadership and Basketball Operations team while working remotely and in a team setting. This is a fast paced, multi-disciplinary role that requires a team-first mentality and a proactive mindset in responding to challenges and opportunities at the program and organizational level. Most importantly, the Full Time Coach holds a deep belief in the power of sport for development, and the transformative potential of basketball at an individual, team and community level.

Responsibilities

Full Time Coaches report to the Director of Basketball Operations and work collaboratively in the implementation of all basketball programming. The Full Time Coach provides leadership within Lay-Up programs through high quality delivery of our in-person and virtual program curriculums; conducting program related administrative duties; participating in the development and delivery of on-court curriculum; delivery of on-court partnerships; support of program and participant evaluations; and ensuring a safe, fun and inclusive environment where all Lay-Up program policies and procedures are met. Full Time Coaches are an empowering force in our coach community, playing an important role in ensuring each specific site is growing and thriving, while bridging on-court experience and central decision-making. Full Time Coaches embody and represent our standard to be the best on and off the court in programs powered by the culture of basketball to positively impact children and youth of all levels of skill and interest in the game.

Programming

- Ensure programs meet Lay-Up health and safety standards;
- Ensure programs meet Lay-Up COVID Safety Operational Guidelines;
- Ensure all program sites have the appropriate equipment and supplies needed;
- Maintain all equipment bags and storage space neatly organized;
- Implementation of Lay-Up's on-court, off-court and virtual curriculums;
- Understanding and timely implementation of coach training concepts such as drill loading and trauma informed responses;
- On-site leadership of programs;
- Lead supervision and engagement of participants;
- Support programming partners in executing a seamless offering for participants;
- Ensure timely and professional communication with participants and parents outside of program including outreach campaigns and reminders;
- Oversight of the safe and healthy delivery of snacks;

- Identify social media priorities and capture supporting content at programs (i.e., pictures, surveys, participant stories)
- Support management and digitization of all data from programs including attendance, surveys, session reports, and pictures/video;
- Support the development and training of volunteers.

Curriculum Development

- Support the development of customized basketball curriculums based on Long-Term Athlete Development, Positive Youth Development, Future of Work Skills and Coaching Girls evidence base;
- Use experience at programs to provide feedback to the Lay-Up team, and help iterate the curriculum as necessary;
- Recognize and adapt drills to varying skill levels, site challenges, and group size;
- Support the design and implementation of off-court programming that maximizes participant engagement and impact through the culture of basketball;
- Maintain to-date and accurate inventory of programming equipment;
- Research and network with potential off-court partners that can support Lay-Up programming;
- Research basketball and non-basketball drills, games and activities that can develop social or life skills (i.e., teamwork, communication etc.) for the development of a Lay-Up bank of content.

Organizational

- Attend weekly Lay-Up leadership team meetings;
- Support Lay-Up executive team in any ad-hoc projects or analysis;
- Prioritize Basketball Operations meetings with Basketball Operations Manager;
- Execute Lay-Up's out of program participant opportunities (i.e., accompanying participants to a Raptors game);
- Provide executive team with on the ground data, content and program feedback;
- Complete a range of administrative duties including intake and management of participant forms and information (including health information), document all incidents with participants/staff/parents/partners, and conduct calls and reminders to parents/guardians and participants;
 - Support the design and implementation of various approaches to measure program impact, and continually enhance survey and participant story strategies.

Skills & Requirements

- N.C.C.P level 1 certification or higher;
- Proof of a recent Vulnerable Sector Screening;
- Standard First aid and CPR certification is required;
- Highly proficient in GSuite (Gmail, GCal, GDrive & docs), and ability to pick up new software and tools;
- Familiarity with Slack and Trello as key communication and organizational tools is an asset;
- Previous experience planning and coaching house league, skill development programs, and other non-competitive settings;
- Experience working with children/youth ages 6-14;
- Reliable, punctual, motivated, team-player;
- Strong sense of initiative and ownership in order to continuously seek to improve and contribute to the growth of the program;
- Strong attention to detail, highly-organized, problem-solving skills and an always positive and energetic attitude;
- Excellent verbal and written communication skills (ability to draft a professional and clear email);
- Able to communicate effectively with youth, staff and parents while building relationships;
- Interested in meeting new people and speaking confidently in a small and large group settings
- Proven track record of working with partners on behalf of an organization and the ability to build new relationships;
- Community oriented and a positive brand ambassador across interactions with all Lay-Up stakeholders
- Access to a car required; ability to get to different areas of the city is a necessity;
- Access to a laptop, webcam, and open indoor space is preferred; ability to deliver virtual programming is a necessity;
- Availability between the hours of 9am-9pm, Monday through Saturday



Time Commitment

Lay-Up runs in-person and virtual after school programs, and summer camps which necessitates different time commitments based on the time of year:

After School Program (October 1, 2020 - April 30, 2021) 35-40 hours per week: Lay-Up runs after school programs on Mondays-Saturday. Programs can run between 9am-8pm, with additional time going to preparation, planning, equipment pick-up, team meetings and other duties as required.

Summer Camps (June-August) 40 hours per week: During the summer season, Full Time Coaches support program sites throughout the week with additional duties as required.

Compensation: This is a full-time position starting at \$41,600.

Email your resume to mriche@layup.ca