



JOB DESCRIPTION

DIRECTOR OF PATHWAY

1.0 DESCRIPTION

- 1.1 ORGANIZATION:** Canadian Amateur Rowing Association
(Rowing Canada Aviron - RCA)
- 1.2 TITLE:** Director of Pathway
- 1.3 JOB CATEGORY:** Full time Professional
- 1.4 REPORTING TO:** Chief Executive Officer

2.0 RESPONSIBILITIES AND DUTIES

2.1 GENERAL

Provide strategic and operational leadership for RCA's integrated coach and athlete pathway systems, ensuring aligned development from entry through to high performance. The role oversees national competitions and regatta delivery as core pathway functions and integrates athlete and coach development across Olympic, Paralympic, and emerging disciplines (e.g., Beach Sprint).

As a member of the Senior Leadership Team, the Director of Pathway bridges domestic development and High Performance programs, ensuring consistency, quality, and progression across the system.

2.2 SPECIFICS

2.2.1 Coach Education and Development

- Lead the strategic direction of RCA's national Coach Education and Development Programs, ensuring that a long-term Coach Education and Development Plan meets objectives in the areas of both domestic and high-performance coach development.

- Accountable for the design, delivery, and continuous improvement of RCA's Coach Education and Development system, ensuring a sustainable pipeline of coaches capable of progressing to international podium performance.
- Lead the design, implementation and monitoring of coach recruitment and retention strategies to increase quality coaching throughout member clubs across the country.
- Lead the advancement of the National Coaching Certification Program for rowing, ensuring it is structured and developed in a manner that contributes positively and effectively to Coach Education and Development and is in alignment with the policies and guidelines of the Coaching Association of Canada.

2.2.2 Athlete Pathway

- Oversee the athlete development system that ensures rowers striving to represent Canada will achieve their performance goals.
- Oversee the delivery of a systematic, evidence and results-based Athlete Development Pathway and accompanying programs that achieves a sufficient talent pool of development rowers meeting the required benchmarks for podium potential athletes.
- Foster strong partnerships and relationships with performance programs and key technical leaders within Canada and elsewhere, providing support and aligning program delivery when applicable to ensure a consistent pool of development rowers.
- Lead the integration and promotion of talent Identification, recruitment and engagement initiatives
- Oversee a national performance monitoring system for development pathway athletes, ensuring alignment with High Performance standards and seamless transition of athletes into Senior and HP programs.

2.2.3 National Competitions

- Develop a National Competitions strategy and oversee its execution, ensuring effective alignment with athlete and coach pathway development goals.
- Support the development of strategies and influence the development of system and structure changes for regattas nationwide to ensure effective alignment with athlete and coach pathway development goals.
- Provide direction and support to the Umpire Education and Development Programs.
- Working with key partners, individuals and committees, ensure

adherence to and support the development of technical requirements for the safe and fair delivery of regattas nationwide.

2.2.4 Administration

- Ensure applicable budgets are created and implemented in line with approved allocations.
- Support the completion of proposals and annual reporting for regulatory and funding bodies (e.g. Own the Podium and Sport Canada).
- Provide reports as requested by the CEO on planned activities and strategic direction.
- Assist in the evaluation of activities relating to the Strategic Plan.
- Complete Performance Management requirements and applicable Human Resource administration of direct reports.

3.0 Level of Authority

3.1 Degrees of Supervision

The Director of Pathway is responsible to the CEO and works closely with the CEO and other members of the Senior Leadership Team. The Director of Pathway has responsibilities for daily management of other RCA staff.

3.2 Power of Decision

As part of the Senior Leadership Team, the individual will have significant influence in the overall direction, strategy and objectives of RCA. The Director of Pathway will have authority to lead and manage operations and programs in accordance with the policies and budgets that have been approved.

4.0 Key Performance Indicators

- 4.1** Coach Development Yield – Number of pathway coaches who advance to leading or directly supporting a National Team program within each Olympic/Paralympic cycle, with annual milestone targets set in the Coach Education and Development Plan.
- 4.2** Athlete Performance Progression – Demonstrated year-over-year improvement in key performance metrics of development athletes (e.g. race results, technical benchmarks, erg standards), with a defined percentage achieving performance thresholds aligned with Senior National Team standards.

- 4.3** Talent Identification Reach – Expansion of nationwide talent identification initiatives (club, university, and para-athlete streams) to operate in a minimum agreed number of provinces annually, with participation and conversion rates tracked and reported quarterly.
- 4.4** National Competition Alignment – Delivery of the National Competitions strategy on schedule, with post-event evaluation demonstrating measurable alignment between regatta programming and athlete/coach/umpire pathway development goals as defined in RCA’s Strategic Plan.
- 4.5** Program Stewardship – All Pathway programs delivered within approved budget allocations, with accurate and timely completion of reporting obligations to Sport Canada, Own the Podium and other funding partners, and quarterly progress reports provided to the CEO.