



# YOUTH TECHNICAL ADVISOR - JUMPING

## THE POSITION

**Position:** Youth Technical Advisor - Jumping  
**Reports to:** Manager of Sport - Jumping  
**Status:** Part time - contract position

## JOB SUMMARY

The Equestrian Canada (EC) Jumping Youth Development Program is in its tenth year. The program continues with the key objective of creating a clear progression for youth athletes from Talent ID (Children's, pre-junior, Junior, Young Riders and U25), onto the National level (Next Generation and Senior Team) and ultimately to podium performance on the world stage.

Equestrian Canada (EC) seeks a professional with strong communication and equestrian experience with an ability to work well with athletes, parents and individual coaches.

The Youth Technical Advisor – Jumping, is responsible for assisting and supporting the EC Jumping Department in the delivery of the Talent ID programming. This includes preparations for Youth Championships, as well as Youth Nations Cup competitions, while emphasizing the experience and pride when representing Canada on the international stage.

The ideal candidate will be a passionate professional, with strong organizational skills. They should be comfortable with frequent, clear and concise communication to all stakeholders.

## KEY RESPONSIBILITIES

- Provide leadership to ensure the development and delivery of an effective Youth program that collaborates with the Equestrian Canada High Performance Department
- Provide leadership to the operational committees or working groups as required
- Act as Chef d'Equipe during children, pre-junior, junior and young rider nations cup competitions, or others as requested
- Maintain a thorough understanding of FEI rules, procedures, and timelines to ensure compliance and effective program coordination with the assistance of Youth Program Coordinator
- Recruit, select, orient, train, manage and coach including performance evaluations of individuals and providing ongoing feedback related to athlete development within the Youth programming



- Monitor each athlete and their horse (s) overall progress by consulting with their personal coach by phone/email or personal contact at least every four weeks to provide feedback, complete update reports on key highlights for the tracked athletes and coaches
- Provide information, feedback and assistance to the athletes and their personal coach on training, competition programs and long-term goals
- Assist personal coaches in defining yearly performance benchmarks, recording those benchmarks and following up on the reviews of the benchmarks 3 times per year
- Conduct Western and Eastern clinics for youth athletes in the Youth Development Program geared towards the Youth Championships
- Provide monthly reports to Equestrian Canada on all activities such as clinics, lessons, training camps, monitoring and progress
- Participate in annual debrief sessions to provide constructive feedback on program operations and assist in evaluating and updating yearly criteria to ensure continued program improvement and alignment with objectives

## EXPERIENCE & QUALIFICATIONS

- Equestrian jumping knowledge and expertise
- An extensive knowledge of EC and Federation Equestre Internationale (FEI) Jumping rules
- High level of integrity and consistent professionalism expressed at all times ensuring that EC is portrayed in a positive manner
- EC Certified Coach (or working towards certification)

## ADDITIONAL INFORMATION

This role reports directly to the Manager of Sport - Jumping and works in close collaboration with the Coordinator, Youth Programs and the Jumping Department.

## APPLICATION INSTRUCTIONS & DEADLINE

Interested applicants can submit their resume, along with cover letter to [khendry-ouellette@equestrian.ca](mailto:khendry-ouellette@equestrian.ca). Only those candidates selected for an interview will be contacted.

Please include your full name in the email subject line along with the following text: Application for Youth Advisor

**Please ensure that your application is received on or before November 24 at 5 p.m. EDT.**



Expected start time February 1<sup>st</sup>, if not sooner. The successful candidate will be awarded an honorarium, as well as approved travel expenses.

## COMMITMENT TO DIVERSITY AND ACCESSIBILITY

EC is an equal opportunity employer. We welcome diversity in the workplace and encourage applications from all qualified candidates including women, members of visible minorities, persons with disabilities, and aboriginal peoples.

EC is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity, please advise the Human Resources Representative in a timely fashion of any accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.

We thank all applicants for their interest in joining EC.