



Head Coach & Operational Lead (Part-Time)

Damocles Fencing Club – Fredericton, New Brunswick

The Opportunity

Damocles Fencing Club is seeking a dynamic **Head Coach and Operational Lead** to drive the next chapter of our club's growth. The club is a not-for-profit organization governed by a Board of Directors. The candidate will be the operational heartbeat of the club, responsible for managing our full-time fencing salle, expanding our presence in the Fredericton community, and leading a comprehensive fencer development pathway from beginners to elite competitive athletes.

Primary Operational & Leadership Duties

- **Class Coordination & Programming:** Oversee the scheduling and delivery of all fencing classes, ensuring a seamless transition from introductory programs to high-performance training in both foil and epee.
- **Community Promotion & Outreach:** Serve as the face of fencing at Damocles. This includes organizing school programs, corporate team-building events, and public demonstrations to recruit new participants.
- **Facility & Salle Management:** Take ownership of our full-time fencing space, coordinating equipment maintenance, armoury tasks, and general facility readiness with the support of club volunteers.
- **Athlete Development:** Lead the training of the next generation of fencers while providing high-level technical coaching and goal-setting for our current top competitive athletes.
- **Staff & Referee Mentorship:** Actively develop the club's human capital by mentoring assistant coaches and providing instruction to local referees.

Coach Responsibilities

- Provide individual and group lessons that address the physical, social, and emotional safety of all participants.
- Guide fencers in selecting appropriate tournament circuits and provide coaching support at in-province and select out-of-province events. This includes required competition travel, weekend commitments, and involvement in special events such as tournaments and camps.
- Maintain clear and consistent communication with members, parents, and the club's Board & President regarding program changes and club activities.



Employment Terms

- **Type:** Part-time (approx. [25] hours per week) on a **year-round basis**, supporting the goal of keeping the salle open and operating year-round with classes, private lessons, camps, and athlete development programs.
- **Contract:** One-year contract, renewable annually, or a multi-year agreement (to be outlined during the interview process).
- **Start Date:** A start date of August, 24th 2026 is expected, with responsibilities for program planning, athlete assessments, scheduling, and administrative preparation starting immediately upon hire.
- **Schedule:** Primarily evenings and weekends to align with club classes and events, with flexible hours for administrative and outreach tasks.
- **Compensation:** Commensurate with experience.

Candidate Profile

- **Certification:** NCCP National Coaching Certification at or above the "Competition Development" level.
- **Compliance:** Adherence to the Canadian Fencing Federation (CFF) Safe Sport expectations is mandatory. Membership in CFF or a comparable international fencing federation is a qualification for employment.
- **Experience:** Minimum of 2 years of weekly coaching experience at the "Learn to Train" stage or higher.
- **Technical Skills:** Minimum Provincial level referee certification and a high degree of proficiency in computer systems for training reports and administrative tasks.
- **Interpersonal Leadership:** Excellent communication skills, bilingualism (English/French) considered an asset, and the ability to motivate both athletes and a volunteer board.
- **Safety & Compliance:** Valid Standard First Aid, Canadian Driver's License, valid Passport, and successful completion of a Criminal Record and Vulnerable Sector Check.

Note on Eligibility:

This advertisement is directed first to Canadian citizens and permanent residents, though all qualified applicants are welcome to apply.

Please submit a cover letter detailing your operational leadership experience and a comprehensive resume to: damoclesfencing@gmail.com. References will be requested for candidates moving to the interview stage.