



POSITION PROFILE

JOB INFORMATION

Job Title	Beach Volleyball Development Manager	
Organization	Volleyball BC	
Reports to	Manager, Pathway Development	
Work Type	Part-time, fixed Term Contract - \$20,000 (inclusive) January to August 2026 - Avg 20 Hrs per week. Final schedule will set with the successful applicant	
Start Date	January 2026	Application Close: 11:59PM January 4,, 2026
Salary	Contract Term - \$20,000	

JOB OVERVIEW

Volleyball BC is the provincial sport governing body that encourages participation and fosters the development of volleyball across British Columbia. The organization's head office is located at the Harry Jerome Sports Centre (HJSC) in Burnaby, BC.

The Beach Volleyball Development Manager is a new, part-time position created to support the launch and delivery of Volleyball BC's Beach Volleyball High Performance Plan. This position will play an important role in establishing the structures, programming, and technical resources that will shape the growth of beach volleyball in BC.

This role is responsible for strengthening the foundational components of the beach high performance pathway and will work collaboratively with beach volleyball clubs to support alignment across training environments, enhance communication, and promote consistent technical and developmental standards throughout the province.

In addition, the role contributes to broader technical development by supporting the creation of coaching tools, establishing provincial Coach Developers, coordinating regional development clinics, and facilitating professional development opportunities for beach coaches.

The Beach Volleyball Development Manager will also lead the delivery of the Team BC Beach program, coordinating athlete selection processes, training and competition schedules, coaching support, and athlete services.

The position requires strong technical knowledge of beach volleyball, excellent program coordination skills, and the ability to collaborate effectively with clubs, coaches, athletes, and Volleyball BC staff.

Note: This is a contract role with the intention of continuation in subsequent years. As a result the duties outlined below are more comprehensive than the current contract duration: Deliverables for 2026 will be determined in discussion with the successful applicant.

ROLES AND RESPONSIBILITIES

1. Duties

Club Development

- a. Develop a membership pathway for beach volleyball clubs and their members.
- b. Develop resources and collaborate with beach volleyball clubs to promote beach volleyball to youth and families.
- c. Work with clubs to develop and distribute promotional materials and event information.
- d. Support delivery of regional development clinics for younger and emerging beach athletes.
- e. Provide technical leadership to club coaches and administrators, contributing beach-specific content for VBC newsletters and communications.
- f. Support creation of professional development resources for club administrators.
- g. Develop and implement a beach club ranking system to recognize high-performing clubs and teams.

Coach Development

- a. Recruit and train two Beach Volleyball Coach Developers.
- b. Lead or assist in the creation of a Beach Volleyball Coach Training Module (education + practical resources).
- c. Coordinate and deliver professional development opportunities, including online sessions, clinics, and mentoring for coaches.
- d. Provide technical leadership to coaches at Team BC events, development clinics, and other pathway activities.

High Performance

- a. Review and update Team BC Beach policies and procedures, including selection criteria, staffing, training structure, and competition planning.
- b. Deliver the Team BC Beach program, including coordination of training schedules, competitions, staffing, and athlete support.
- c. Facilitate athlete identification processes in alignment with the Beach HP Plan.
- d. Lead the program debrief and reporting at the end of the season.
- e. Launch foundational IST services for Team BC Beach athletes, including strength & conditioning support, mental performance sessions, and wellness resources.
- f. Establishing a provincial network of VBC-connected therapists and practitioners.

Administration and Reporting

- a. Liaise with and support the High Performance Advisory Committee for Beach Volleyball.
- b. Maintain program documentation, training schedules, registration processes, and communication for all beach high performance activities.
- c. Track deliverables and progress aligned with the Beach High Performance Plan.
- d. Provide regular updates and an end-of-season report to the Manager, Pathway Development.
- e. Maintain the program budget for beach development activities.

2. Working Conditions

- a. Primary working location is a remote, home-based office, located in British Columbia;
- b. Must have access to a suitable home-office space;
- c. Time will also be spent at outdoor/off-site facilities throughout the year;
 - i. Direct exposure to all outdoor elements for extended periods of time: sun, wind, rain, heat, and dust/sand at beach courts
- d. May be required to travel throughout the region with event equipment for beach volleyball events;
- e. Requires occasional travel throughout the province, as required, for volleyball events, including evenings and weekends;
- f. Must have access to a personal vehicle and a valid driver's license.

QUALIFICATIONS

1. Required Knowledge, Skills, and Abilities
 - a. Strong working knowledge of beach volleyball programming and the sport delivery system in BC is required;
 - b. Excellent interpersonal skills and relationship-building with a proven ability to facilitate, consult, and liaise with stakeholders, colleagues, and public;
 - c. Excellent organizational abilities with demonstrated ability to meet deadlines and manage time;
 - d. Strong project management skills, including gathering data, writing, and reporting;
 - e. Experience with budget management and financial reporting;
 - f. Ability to work both independently and in a team under stressful and high-pressure situations;
 - g. Excellent problem-solving and conflict resolution skills with the proven ability to lead others;
 - h. Knowledge of Microsoft Office knowledge, G-Suite knowledge and strong computer skill;
 - i. Ability to repeatedly lift 50 lbs to waist height (role requires the ability to maneuver large and heavy equipment).
2. Training and Experience
 - a. Completion of four-year university degree in relevant field preferred (i.e. Recreation Management, Business Administration, Kinesiology or Education);
 - b. Experience coaching beach volleyball is preferred
 - c. 2 – 3 years of event management and program development experience preferred;
 - d. 2 years of customer service and staff supervisory experience preferred.
3. Licenses, Certificates, and Registrations
 - Valid Class 5 Drivers License issued in British Columbia required;
 - Completion and maintenance of clear Criminal Record Check required;
 - NCCP certification in volleyball or other sport disciplines is considered an asset.
 - Long-Term Athlete Development (LTAD) and/or Physical Literacy training is considered an asset;
 - First-Aid and CPR training is considered an asset.

APPLICATION DETAILS

Please forward resume and cover letter to hiring@volleyballbc.org by 11:59 PM PDT on Sunday, December 14, 2025.

We wish to thank all applicants for their interest; however only those invited to interview will be contacted.

Issued: November 28, 2025