



## POSITION PROFILE

### JOB INFORMATION

Job Title	Manager, Pathway Development	
Organization	Volleyball BC	
Reports to	Head of Sport Development	
Work Type	Permanent, Full-time: 1.0 FTE (40 hours per week)	
Start Date	January 2026	Application Close: 11:59PM December 14, 2025
Salary	Starting Salary \$72,000 - \$80,000 per annum plus benefit package	

### JOB OVERVIEW

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

Reporting to the Head of Sport Development, the Manager, Pathway Development is responsible for leading Volleyball BC's technical development across all disciplines, including indoor, beach, and sitting volleyball. This includes direct responsibility for delivering Volleyball BC's Indoor High Performance Plan, including associated Indoor Team BC programs in collaboration with pathway managers and regional staff. The role also provides oversight across athlete, coach and referee development.

The role oversees four staff with specialized pathway portfolios:

- Coach Development Manager
- Referee Development Manager
- Sitting Volleyball Development Manager (*new*)
- Beach Volleyball Development Manager (*new*)

This position requires a leader with experience in volleyball technical programming, high performance sport, and an understanding of coach and referee development, program design, and stakeholder management. Evening and weekend work is required during event and program delivery periods.

The position is ideally based at Volleyball BC's Head Office in Burnaby, however consideration will be given to applicants located in other areas of British Columbia.

### ROLES AND RESPONSIBILITIES

#### 1. Duties

##### High Performance

- a. Lead the renewal and redevelopment of Volleyball BC's Indoor High Performance Plan for the next cycle.
- b. Lead the planning, delivery, and evaluation of the Indoor Team BC program, ensuring high-quality athlete experiences and alignment with the Indoor High Performance Plan.



- c. Provide leadership and oversight for High Performance Beach Volleyball, working with the Beach Development Manager to support athlete pathways and program delivery.
- d. Coordinate the implementation of Beach Volleyball High Performance Plan in alignment with Volleyball BC's strategic direction.
- e. Lead the High Performance Advisory Committees (Indoor and Beach) to ensure consultation and external expertise on high performance programs and issues.
- f. Formulate and communicate high performance pathways for athletes, based on Long-Term Athlete Development.
- g. Work to engage specific target populations in high performance programming as identified in our Strategic Plan.
- h. Consult and collaborate with external stakeholders including (but not limited to); Volleyball Canada, other Provincial/Territorial Associations, Canadian Sport Centres - Pacific, USPORT & CCAA post-secondary schools.

#### Coaching Development

- a. Supervise and support the Coach Development Manager to ensure delivery of Volleyball BC's Coach Development Plan.
- b. Support the Coach Development Manager to develop and deliver coach education, training resources, and mentorship initiatives.
- c. Identify and support coaching candidates for High Performance Coach education.
- d. Provide technical leadership and content for high performance coaching resources, including the appointment and supervision of relevant Team BC coaches
- e. Support the implementation of strategic initiatives related to coach development, ensuring alignment with organizational priorities.

#### Referee Development

- a. Supervise and support the Referee Development Manager to ensure delivery of all referee development objectives.
- b. Support the Referee Development Manager to provide leadership for referee recruitment, training, certification, and retention strategies.
- c. Support the implementation of strategic initiatives related to referee development, ensuring alignment with organizational priorities.

#### Beach Volleyball Development

- a. Support the Beach Volleyball Development Manager (forthcoming role ) to ensure the implementation of initiatives identified in the Beach High Performance Plan
- b. Provide input into planning and delivery of Team BC beach volleyball athlete and coach pathways.
- c. Support development of beach technical resources, training camps, and talent identification.

#### Sitting Volleyball Development

- a. Support the Sitting Volleyball Development Manager (forthcoming role ) in developing and delivering a plan for sitting volleyball in British Columbia
- b. Provide input into the creation of inclusive resources, programming and pathways for sitting volleyball athletes, coaches, and officials.
- c. Ensure integration of sitting volleyball into VBC's pathway objectives.

#### Technical Leadership and Management

- a. Member of the VBC Management Team and responsible for the financial oversight, staff management, and planning/reporting activities related to their portfolio.
- b. Provide mentorship, oversight, and performance management to staff within the technical pathway team.
- c. Lead and contribute to the relevant goals, initiatives, and activities in the Strategic Plan.
- d. Manage and implement projects in support of mitigating risks identified in the VBC Risk Register.
- e. Leads and organizes the High Performance Advisory Committees for both Beach and Indoor Volleyball
- f. Serve as a member of other relevant Volleyball BC or Volleyball Canada committees.



## 2. Working Conditions

- a. Primary working location is a standard office environment;
- b. Time will also be spent at outdoor/Indoor/off-site facilities throughout the year (i.e. beach and/or gymnasiums):
  - Direct exposure to all outdoor elements for extended periods of time: sun, wind, rain, heat, and dust/sand at beach courts;
  - Direct exposure to loud noise due to live sports and music in an enclosed area;
- c. Required to travel throughout BC during specific times with event equipment and throughout the province as required for volleyball events – access to personal vehicle is required;

## QUALIFICATIONS

### 1. Required Knowledge, Skills, Abilities:

- Excellent knowledge of the volleyball sport system and pathways;
- Excellent organizational abilities with demonstrated ability to meet deadlines and manage time;
- Strong project management skills, including gathering data, writing, and reporting;
- Excellent interpersonal skills and relationship-building with a proven ability to facilitate, consult, and liaise with stakeholders, colleagues, and public;
- Proven ability to lead and manage people;
- Strong budgeting skills and experience with budget management and financial reporting;
- Superior written and verbal communication;
- Ability to work independently and on a team under stressful and high-pressure situations;
- Microsoft Office knowledge, G-Suite knowledge and strong computer skills;
- Ability to repeatedly lift 50 lbs to waist height (role requires the ability to maneuver large and heavy equipment).

### 2. Training and Experience:

- Completion of four-year university degree in relevant field or 5+ years of relevant experience is required (i.e., business administration, event management, project management, sport administration, etc.);
- Experience and knowledge of the youth volleyball system in British Columbia is essential;
- Experience and knowledge of high performance sport is essential;
- 5+ years experience in the planning, budgeting, and execution of programs and/or events is required;
- Experience in planning, delivering, and implementing high performance programs is required;
- 5+ years of relationship management with partners, sponsors, members and the public is preferred;
- 5+ years of project and budget management and reporting is preferred;
- 3-5 years experience in developing, facilitating, operationalizing, and monitoring plans is an asset.

### 3. Licenses, Certificates and Registrations:

- Valid Class 5 Drivers License issued in British Columbia required;
- Completion and maintenance of clear Criminal Record Check required;
- First-Aid and CPR training is considered an asset;
- NCCP Certification in Volleyball and other sport disciplines is considered an asset.

## APPLICATION DETAILS

Please forward resume and cover letter to [hire@volleyballbc.org](mailto:hire@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.*





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