

# Manitoba Soccer Association Inc.

211 Chancellor Matheson Rd | Winnipeg, MB | R3T 1Z2  
mbsoccer@manitobasoccer.ca | P: 204.594.5809 | F: 204.594.5139  
www.manitobasoccer.ca



## TECHNICAL MANAGER

The Manitoba Soccer Association, a not-for-profit provincial sport governing body responsible for the development, promotion, and governance of soccer programs in the Province of Manitoba, is seeking a permanent full time Technical Manager (TM) to join its dynamic team.

The TM position reports to the Executive Director of the Association and works closely with the Technical Lead to effectively deliver technical programs within the Province of Manitoba. The TM will be responsible for:

- Administration of MSA Technical Programs
- Assisting in the implementation of the LTPD model across all programs
- Provide support to Multi-Sport Games such as the Manitoba Games, Canada Games
- Assist with Grassroots Program implementation
- Administration of the Canada Soccer Club Licensing Program
- Provide support to competition and events
- Provide support to coaching education
- Provide support to player development programs

The successful candidate will possess the following qualifications, experience and characteristics:

- Post Secondary Education in Business, Sports Management, Human Kinetics, Sports Science, Education, or a related field or experience
- High level of administrative knowledge
- Coaching certification (C License) is an asset but not necessary
- Demonstrated knowledge of the sport of soccer, and the Manitoba sport system
- Demonstrated experience in coordinating initiatives and programs successfully
- Strong interpersonal skills and proven professional conduct
- Positive attitude towards continually developing and improving the delivery of the Association's programs
- Ability and experience working with people
- Excellent written and oral communication skills
- Ability to multi-task, prioritize a variety of tasks and work independently with minimum supervision to meet time sensitive deadlines
- Excellent organizational skills and efficiency
- Ability to excel in a team-based environment
- Inner passion and drive for the development of the game
- Ability to establish effective working relationships with MSA Members as required
- Proficient skills and experience in Microsoft Windows XP Pro (Word, Excel, Power Point and Outlook)
- Willing to submit a CPIC (Criminal Records) clearance
- Driver's License and access to a vehicle
- Ability to work flexible hours is a must, including evenings and weekends

Annual salary will be commensurate with education, experience and qualifications within a range of \$40,000 – \$45,000 with benefits package and professional development opportunities.

Applications may be submitted by **5:00 p.m. Friday, June 9<sup>th</sup>, 2023** to: PERSONAL AND CONFIDENTIAL - Attention Héctor O. Vergara, Executive Director, Manitoba Soccer Association, 211 Chancellor Matheson Road, Winnipeg, Manitoba, R3T 1Z2, or by e-mail to [hvergara@manitobasoccer.ca](mailto:hvergara@manitobasoccer.ca)

We thank all applicants, but only those selected for an interview will be contacted. No phone calls please. To learn more about the Manitoba Soccer Association please contact our website at [www.manitobasoccer.ca](http://www.manitobasoccer.ca)