



LAUNCH CMSA National Manager

2-year full-time contract

Annual salary range: \$70,000-80,000

Time commitment: 35 hours/week with flexible hours

Hybrid in-office and work from home

LAUNCH is taking STEAM national! Our team is recruiting and seeking a head coach to lead and inspire a national expansion.

You are an experienced leader looking for a new challenge with a national scope. You are passionate about all things STEAM and love to share that passion. You are creative, entrepreneurial and even a little competitive. Are you the national manager we are looking for?

Position Overview

LAUNCH Waterloo is a social enterprise transforming traditional STEAM – science, technology, engineering, arts and math – programs into a new sport for kids.

With recent funding from CanCode, LAUNCH is creating the Canadian Minor STEAM Association (CMSA) – a nation-wide, team-based, youth STEAM program modelled after minor sport. CMSA will be a skills development system to deliver hands-on coding, robotics and STEAM programming for K-8 youth modelled after minor sport. Programs are designed for team-based activities in a recreational setting with a strong dose of fun!

As the LAUNCH CMSA National Manager, you will be responsible for leading the national expansion of the CMSA program. Your role will be an integral part of the development of the CMSA from overseeing curriculum and program development to managing a team of coaches and volunteers who will deliver unique, experiential programs for children in various age groups. You will lead LAUNCH's community outreach as we continue to build awareness of our programs and ongoing support. You will be part of the LAUNCH management team working directly with the co-founders to bring our vision and unique STEAM model to kids across Canada.

Responsibilities

- Drive forward and implement LAUNCH's vision of the Canada Minor STEAM Association
- Work directly with the program development partners to ensure the programming aligns with the minor sport model, is easy to implement, and delivered with consistency
- Liaise with delivery partner organizations across Canada to implement CMSA programs in select cities
- Manage reporting requirements to the satisfaction of our funding partner, including the development and execution of reporting mechanisms for program attendance and expenses
- Manage the CMSA Coordinator
- Oversee recruitment of coaches including head coaches and assistant coaches
- Liaise with all coaches throughout the season to engage, inspire and problem solve
- Provide online and in-person support during program activities where required
- Develop and oversee volunteer recruitment, training, scheduling
- Assist and support the development of policies and procedures related to programming
- Assist in maintaining accurate program records including incident reports and attendance
- Advocate and support promotional activities for all CMSA programs
- Assist with various CMSA events and activities
- Coach local programming when necessary

Qualifications

- Demonstrated experience in leading, planning, organizing, and implementing education, outreach, camp, youth programs, or recreation activities with children and youth
- Bachelor's or Master's degree or equivalent experience
- Demonstrated leadership and mentoring experience with a diverse team
- Strong organizational skills and the ability to take a concept from idea to implementation
- Exceptional communication skills
- Strong service orientation and entrepreneurial spirit
- Experience in STEAM fields an asset
- Experience in coaching or participating in minor sport an asset
- Teaching, coaching or experience in informal education an asset
- Experience with online learning and teaching applications an asset
- Must provide vulnerable sector records check

- Work may take place outside of normal office hours including evening and weekends
- Domestic travel may be required from time to time

To apply for this position, send a cover letter outlining your interest and experience along with your resume to tobi@launchwaterloo.ca.

LAUNCH Waterloo is committed to equity, diversity, representation and inclusion in all our endeavours. We encourage and welcome applications from all qualified individuals. If you require any accommodation to participate in any aspect of the hiring process, please contact us at info@launchwaterloo.ca.