



Who we are

The future is bright for tennis in Canada, and you will be right in the middle of it all at Tennis Canada! A national sport organization with a mission to lead the growth of tennis in Canada and a vision to become a world-leading tennis nation, Tennis Canada seeks to grow participation across Canada and develop champions on the international stage. Tennis Canada also owns and operates the Rogers Cup presented by National Bank tournaments in Toronto and Montreal, two of the best-run sporting events in the world which annually bring the globe's best tennis players to Canada. In recent years, Canadian tennis has seen historic achievements, with players reaching Grand Slam finals and record high world rankings, and participation and interest on the rise. Join us as we look to build on this exciting momentum and produce even greater results. We are a team of innovators, who are passionate about our work and pursue excellence together every day.

What we are looking for

Director, Safe Sport

Reporting to the President and CEO, the Director, Safe Sport will provide leadership and oversight regarding safeguarding, insurance, and risk management. The Director will ensure that the Board of Directors, management, employees and volunteers comply with Safe Sport policies and protocols and relevant legislation. This is a full-time permanent position. The Director, Safe Sport will work with all of Tennis Canada's stakeholders including staff, Board, provincial tennis associations, the Tennis Professionals association (TPA), member clubs, tournaments and volunteers to ensure that policies and procedures are implemented to best foster a safe environment within which recreational participants and athletes and the people who deliver the sport can thrive.

Planning and Policy Development

- Develop, maintain and effectively implement a Safe Sport plan which is comprehensive in scope, actionable and measurable;
- Establish and monitor budget;
- Ensure the suite of Safe Sport policies and protocols are current, robust, legal and disseminated widely;
- Provide advice and support to provincial and territorial associations, TPA and local clubs to support the achievement of their Safe Sport plan.

Insurance

- Manage, in cooperation with the Chief Financial Officer, the preparation, tendering, negotiation, renewal, and award of insurance contracts related to Safe Sport;
- Confer with individuals or organizations involved in insurance claims to obtain relevant information;
- Oversee the management of claims, in cooperation with legal counsel;
- Analyze the relative costs and benefits of potential actions to recommend the most appropriate.

Risk and Incident Management

- Proactively identify potential areas of vulnerability and risk;
- Develop and implement risk management procedures and actions required to address liabilities;
- Liaise with all levels of management, providing timely and effective communication pertaining to risk management activities;
- Ensure all risk management activities are focused on thorough analysis and driven by data;
- Manage abuse investigations and harassment complaints, from receipt to resolution, as per policies and legislation. Track and analyze trends to inform training needs and policy improvements;



- Maintain general knowledge of applicable privacy laws, child protection legislation and related legislative developments;
- Ensure the protection of privacy in relation to abuse investigations and harassment complaints;
- Maintain documentation related to all incidents;
- Develop and oversee implementation of screening strategies for various groups (host families, volunteers, etc.); consult on issues of concern;
- Conduct research, including legal, to ensure actions do not bring Tennis Canada into rights conflicts.

Education and Awareness

- Collaborate with stakeholders to create a positive, safe, athlete-centered environment within the tennis community;
- Provide consultation to clubs, coaches, parents and athletes on issues and concerns related to Safe Sport;
- Develop and maintain education and training resources for the diverse stakeholders within the tennis community including coaches, athletes, parents, volunteers, host families, staff and Board;
- Develop and oversee the delivery of effective educational programs; implement evaluation programs to assess effectiveness of educational initiatives;
- Build and maintain the Safe Sport section of the website;
- Actively liaise with other organizations regarding Safe Sport initiatives, within the tennis community, the sport community, the charitable sector, in Canada and abroad;
- Represent the organization at external meetings related to Safe Sport;
- Contribute to communications opportunities to support Safe Sport prevention and education efforts.

Who you are

- Successful completion of a recognized baccalaureate degree program in a related field;
- 10 years of progressive experience in child protection, security, law or insurance;
- Experience working with vulnerable populations;
- A 'change agent' as Safe Sport best practises is relatively new to sport in Canada;
- Understanding of the dynamics of high performance sport culture;
- Strong participatory leadership and team building skills;
- Excellent interpersonal skills with the ability to build partnerships and generate consensus;
- Effective communication and organizational skills;
- Innovative critical thinking skills with the ability to analyze and problem solve;
- Demonstrate high energy and ability to work in fun, fast paced and demanding environment;
- A willingness to travel to consult with stakeholders in person;
- Ability to communicate effectively in French would be a very strong asset.

What's in it for you

- Be part of a dynamic organization that makes a difference across Canada;
- Get in the game! Join the Rogers Cup team;
- Be part of an innovative, vibrant and passionate team;
- Join the organization that sets the standard and always strives for excellence.

Interested?

Send us your resume at resumes@tenniscanada.com