

Ravens Rugby – Program & Growth Manager (Age Grade & Minis)

Location: Vancouver, BC

Position Type: Full-Time

Start Date: September 1, 2025

Compensation: \$60,000 per annum

About the Ravens

The UBCOB Ravens Rugby Football Club is one of Canada's top rugby clubs, with a strong commitment to growing the game from the ground up. Our Age Grade and Minis programs for boys and girls have grown rapidly. We are now ready to take the next big step by hiring a full-time leader to expand participation, secure funding, build the volunteer network, and deliver high-quality coaching.

Role Purpose

The Program and Growth Manager will recruit players, secure funding, build a strong base of coaches and volunteers, and provide on-field coaching for the Ravens' Age Grade and Minis programs (U6 to U18). This is a hands-on role that blends community engagement, partnership development, coaching, and program management to grow rugby in Vancouver.

Key Responsibilities

Player Recruitment and Growth

- Design and lead strategies to increase boys' and girls' participation across all youth age groups
- Build partnerships with schools, community groups, and other sports organizations to promote rugby
- Organize and deliver "Try Rugby" days, school rugby sessions, and community outreach events

Funding and Partnerships

- Secure sustainable funding through program fees, donors, sponsors, and partnerships
- Develop and maintain strong relationships with sponsors and supporters

- Work with the Board to prepare grant applications and fundraising campaigns

Coach and Volunteer Recruitment

- Recruit, train, and retain coaches, assistant coaches, and team managers
- Provide resources, mentorship, and development opportunities for volunteers and coaching staff
- Foster a positive, collaborative culture to encourage long-term involvement

Coaching

- Deliver engaging, age-appropriate training sessions for Minis and Age Grade teams
- Support and mentor volunteer coaches to ensure consistent program quality
- Uphold World Rugby and Rugby Canada best practices for player safety and skill development

Program Delivery and Management

- Oversee registration, scheduling, and communications with parents and players
- Ensure all programs provide a safe, inclusive, and fun environment
- Track and report on player numbers, funding progress, and volunteer engagement

Qualifications

Must have

- Legal right to work in Canada (Canadian citizenship, permanent residency, or valid work permit)

Preferred

- Experience in community outreach, recruitment, fundraising, and coaching
- Strong networking, relationship-building, and public speaking skills

- Proven ability to recruit, train, and coordinate volunteers
- Highly organized self-starter who can work independently and meet targets
- Valid driver's licence and ability to travel locally as needed
- First Aid/CPR certification (or willingness to obtain)
- Rugby coaching certification (or willingness to obtain) and practical coaching experience with youth players
- Experience in a sports or nonprofit setting
- Background in youth sports program management or coaching outside of rugby
- Ability to speak English, French, and Mandarin

Why Join Us?

You will be the driving force behind the growth of youth rugby in Vancouver. You will bring in players, secure funding, coach on the field, and build the volunteer and coaching base to sustain our programs for years to come.

Email applications to juniors@ravensrugby.club