



Director of Operations

Location: Alberta (Hybrid / Travel Throughout Alberta)

Position: Full-Time

Lead the Future of Snowboarding in Alberta

Are you passionate about sport, leadership, and creating meaningful impact?

The Alberta Snowboard Association (ASA) is seeking an experienced and dynamic Director of Operations to lead our organization into its next chapter. This is an exciting opportunity to shape the future of snowboarding across Alberta by leading organizational operations, supporting athlete and coach development, strengthening club partnerships, and delivering exceptional provincial programs and events.

Working directly with the Board of Directors, you'll oversee the day-to-day operations of the organization while helping grow participation, enhance member experiences, and build a sustainable future for snowboarding in Alberta.

What You'll Do

As Director of Operations, you will:

- Lead the day-to-day operations of Alberta Snowboard Association.
- Implement the Board's strategic priorities and organizational plans.
- Manage budgets, financial reporting, grants, and organizational sustainability.
- Lead the planning and delivery of provincial events and programs.
- Support athlete pathways, club development, coach education, and member services.
- Build strong relationships with clubs, resorts, Canada Snowboard, government partners, sponsors, and stakeholders.
- Ensure compliance with governance, Safe Sport, funding, and regulatory requirements.
- Foster a collaborative, inclusive, and athlete-centred culture.

We're Looking For Someone Who Has

- Five or more years of leadership experience in sport, recreation, nonprofit, or community organizations.
- Experience managing budgets, grants, sponsorships, and organizational operations.
- Strong project management and organizational leadership skills.
- Excellent relationship-building and communication abilities.
- Experience delivering sport programs or events.
- Knowledge of governance within nonprofit organizations.



- Understanding of the Canadian sport system and Safe Sport principles.
- A passion for growing participation and creating positive experiences in sport.

Why Join Alberta Snowboard?

This is an opportunity to make a lasting impact on the future of snowboarding in Alberta. You'll work alongside passionate volunteers, coaches, athletes, clubs, and partners to help grow the sport from grassroots participation through to high performance while building a sustainable organization for years to come.

If you're an innovative leader who enjoys collaboration, strategic thinking, and making things happen, we'd love to hear from you.

Qualifications

Post-secondary education in Sport Management, Business Administration, Recreation, Nonprofit Leadership, or a related field (or equivalent experience).

Valid driver's licence and willingness to travel throughout Alberta.

Apply

To express your interest or request additional information, please send your resume and cover letter to: president@albertasnowboarding.com