POSITION SUMMARY

Reporting to the Senior Manager of Game Plan and working closely with the National Chief Medical Officer, the Manager, Mental Health is responsible for leading the execution and communication of the Mental Health Strategy for High Performance Sport in Canada. More specifically, the Manager, Mental Health will be responsible for the development and dissemination of tools and resources to ensure that Canadian athletes have access to world-class mental health programming and support. This role will be an integral member of the Game Plan National Team.

Game Plan (GP), powered by Deloitte, is Canada’s total athlete wellness program that strives to support national team athletes to live better and more holistic lives. Game Plan is a collaboration between the Canadian Olympic Committee (COC), Canadian Paralympic Committee (CPC), Sport Canada and Canadian Olympic and Paralympic Sport Institute Network (COPSIN) to provide the best resources this country has to offer to our national team athletes – a team that has given so much and inspired so many.

LOCATION:

This position will be located in the COC office in Toronto, ON at 250 Yonge St. Suite 3000 or in Montreal, QC at 500 René-Lévesque Boulevard West. The COC offers a hybrid work model that allows for up to three days of remote work each week.

CORE RESPONSIBILITIES AND PRIORITIES

Communication and Leadership

- Develop a communications strategy to effectively disseminate tools, information, and supports to 60+ National Sport Organizations (NSO) and all eligible athletes
- Manage a group of third party vendors (e.g., graphic designers, translators, videographers) to support the development and maintenance of digital mental health resources (e.g., infographics) and education (e.g., slides, workbooks)
- Contribute to the implementation and dissemination of standardized mental health screening tools and major Games mental health protocols
- Develop a Mental Health framework and toolkit for National Sport Organizations (NSO)
  - Support NSOs, COC, CPC, COPSIN and other system stakeholders to implement the MH Strategy, as appropriate
- Provide mental health expertise to various groups and committees such as the Mental Performance Task Force, Game Plan Advisors, Mental Health Implementation Committee (MHIC)
- Act as the primary point of contact between Game Plan and COC’s Mental Health Partner

Operations management

- Coordinate the execution of the national mental health program in collaboration with sport partners (e.g., Canadian Olympic Committee [COC], Canadian Paralympic Committee [CPC], Own the Podium [OTP], COPSIN, National Sport Organizations [NSO]). National CMO and Deputy National CMO
  - Ensure the strategic direction of programming aligns with the Mental Health Strategy for High-Performance Sport in Canada
• Oversee the delivery of sport-informed mental health care through the partner services of the Canadian Centre for Mental Health and Sport (CCMHS)
• Liaise between the MHIC and mental health implementation partners such as the Game Plan Advisors, Culture and Wellness Facilitators, CCMHS, NSO Champions
• Lead the review and update of the Mental Health Strategy for High-Performance Sport in Canada periodically in collaboration with MHIC and other partners
• Develop and implement a program to collect key data to evaluate the success of the Strategy’s implementation in concert with the MHIC
  o Develop and track KPIs for key strategic priorities
• Work with COPSIN Mental Health Leads to:
  o Coordinate the delivery of standardized mental health education
  o Collect data to track educational delivery and outcomes across COPSIN
  o Continue to develop Game Plan’s suite of mental health educational resources, ensuring content quality and avoiding duplication
• Work with COC, CPC Mental Health Leads to ensure athletes have mental health support at Major Games
• Liaise between key mental health partners (e.g., Game Plan, Canadian Olympic Committee, Canadian Paralympic Committee, COPSIN, Own the Podium, National Sport Organizations).
• Track mental health related statistics in Salesforce and provide summary reports
• In collaboration with other partners, develop the business and performance case for the implementation of MH programming into athlete Yearly Training Plans
• Manage mental health budget within Game Plan
• Collaborate with external partners and collaborators such as Lifeworks, Mental Health Commission of Canada, and Canadian Centre for Mental Health and Sport.
• Liaise with mental health Leads in other countries to inform best practices and international partnerships
• Co ordinate mental health and wellness related research on behalf of Game Plan

Event Support
• Lead mental health event planning (e.g., mental health summit, Bell Let’s Talk Day)
• Where appropriate, support planning of all major Game Plan and athlete-focused events by applying a mental health and wellness lens both to content and event structure

QUALIFICATIONS AND CRITICAL SKILLS

Education and Experience:
• Masters degree in psychology, counselling, sport psychology, sport management, or a related field
• 5-7 years related experience managing projects or programs
• Excellent knowledge of the Canadian sport system
• Experience with high performance athletes

Skills:
• Strong project management skills and ability to develop and implement multiple projects from start to finish simultaneously.
• Demonstrated ability to be a team player and build and maintain relationships
• Demonstrated experience developing programs and managing small collaborative teams
• Foundational understanding of mental health, mental illness, mental performance, safe sport, culture/wellness and related core concepts
• Superior written and oral communication skills; bilingualism (EN/FR), a strong asset.
• Superior ability to draft products such as reports, briefing notes, and presentation decks.
• Advanced skills and proficiency with Windows operating system and the MS suite of products (Outlook, Word, PowerPoint, Excel), Canva, and web meeting/presentation software (Zoom).
• Excellent judgement, confidence, and ease to work in a self-directed manner with minimal supervision.
• Sound ethics, judgment, and discretion when dealing with confidential information.
• Demonstrates and embodies the COC values of Accountability, Excellence, Fun, Respect and Bravery

COMPENSATION
Competitive salary based on experience with benefits package.

CONTACT
Please submit your resume and cover letter by July 26, 2023.

The COC is committed to ensuring our recruitment and selection processes and work environment are inclusive and barrier-free. At the COC, we celebrate and welcome the diversity of all employees and believe that having a team of individuals with different backgrounds, views, experience and capability working together makes us stronger and better as an organization.

Accommodation is also available upon request for individuals taking part in all stages of our recruitment and selection processes. Please advise the recruiter to ensure your accessibility needs due to a disability are accommodated. Information received relating to accommodation will be addressed confidentially.