



中國香港龍舟總會 HONG KONG CHINA DRAGON BOAT ASSOCIATION

Founding Member of International Dragon Boat Federation 國際龍舟聯合會創會會員
Founding Member of Asian Dragon Boat Federation 亞洲龍舟聯合會創會會員
Associate Member of Sports Federation & Olympic Committee of Hong Kong, China 中國香港體育協會暨奧林匹克委員會屬會會員
Founding Member of Hong Kong Water Sports Council 香港水上運動議會創會會員

招聘香港龍舟代表隊總教練

主要職責

總教練須向龍舟隊總監匯報工作情況，其職責詳列如下：

1. 每季報告訓練情況；
2. 制定季前、賽季及季後港隊所有組別訓練內容；
3. 全面管理及執行訓練計劃、比賽日團隊管理、運動員遴選及啟導香港代表隊教練；
4. 制定香港代表隊運動員招募計劃；
5. 全面監察季前、賽季及季後香港代表隊整體運作；
6. 為運動員訂立目標，令比賽表現能夠不斷改進及提升；
7. 提升香港代表隊地位，確保所有隊員明白及遵守香港代表隊隊員守則；
8. 協助招募運動員安排；
9. 有效管理、推進及提升香港代表隊質素，力求優勝、熱忱、團結及持續發展；
10. 確保香港代表隊政策及選拔基制保持高透明度、公平、公正；
11. 發展及積極推行提升香港代表隊形象的公關事務；
12. 依時提交訓練記錄、選拔記錄、賽事報告及付款單據至秘書處。所有記錄必須符合政府審計要求。

職位要求

1. 持有認可國際水上運動教練證書的資歷；
2. 持有國際龍舟教練證書者優先；
3. 具備最少 5 年專業教練經驗，及曾教授國家／省隊／區代表隊或區帶領龍舟運動員參加世界賽／亞洲賽／全國性或同等水平賽事的教練經驗；
4. 大學學位或同等學歷；
5. 熟悉國際龍舟聯會賽例及國際與本地龍舟運動發展；
6. 能夠制定及執行優質訓練計劃；
7. 具備良好溝通能力及人際關係；
8. 熟悉電腦操作；
9. 無性罪行定罪錄；
10. 認識香港保護兒童及平等機會政策為佳；
11. 能夠建立和諧合作的精英團隊；
12. 能夠在急速轉變的環境下與不同層面人士緊密合作；
13. 能夠以流利廣東話、英語或普通話教學。



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主要表現指標

1. 向中國香港龍舟總會香港代表隊委員會提交的書面報告；
2. 隊伍的表現提升；
3. 訓練出席率提高；
4. 獲運動員高度評價。

薪酬福利水平

1. 將按獲聘用人士之資歷、技能及經驗釐定；
2. 本職位由香港體育學院資助。

申請方法

應徵者請於 2020 年 3 月 31 日或以前電郵 hkcdba.recruitment@gmail.com 附上以下資料：

1. 個人履歷
2. 現時薪金
3. 要求待遇

本職位以合約形式聘請。有關總會資料，可瀏覽總會網址 <http://www.hkcdba.org>。



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Recruitment of Hong Kong Dragon Boat Team - Head Coach

Job Duties

Head Coach should report directly to the Hong Kong Team (HKT) Director

1. Present quarterly progress report
2. Develop pre-season, in season and off season programme for all the groups of Hong Kong Team
3. Implement all aspects of organizing & running training, event day team management, athlete selections and mentoring Hong Kong Team assistant coaches
4. Develop a recruitment plan for Hong Kong Team athletes
5. Oversee all aspects of team operations on field, pre, during and post season
6. Set athlete expectations to ensure a progressive performance improvement through the race season
7. Uphold Team Values and ensure all athletes understand and conform to Code of Conduct
8. Assist in recruitment of new talent to the Team
9. Manage, drive and uplift HKT effectively in pursuit of excellence, enthusiasm, unity and sustainable development
10. Ensure HKT policies and selection mechanism is maintained in high transparency, impartiality and fairness
11. Develop and actively participate in a plan to enhance public relations for the Hong Kong Dragon Boat Team
12. Timely submit all the training records, selection reports, race reports and payment vouchers to the Secretariat. All the records must comply with the local government audit requirement.

Requirement

14. Holder of recognized international coaching / instructor certificate of any water sports discipline
15. Holders of international Dragon Boat Coaching Certificate would be an advantage
16. Preferably a minimum of 5 year' or above coaching experience in dragon boat national / regional team
17. Tertiary education or above
18. Familiar with IDBF Race rules and both international and local sport development of dragon boating
19. Be able to plan and deliver high quality training programmes
20. Demonstrate effective leadership qualities and superb interpersonal skills with all levels
21. Computer-literate and good command of Microsoft in Excel and Word



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22. No sexual conviction record
23. Familiar with Hong Kong Child Protective / Equal Opportunities Policies would be an advantage
24. Be able to foster a cooperative environment
25. Be able to work with a diverse team in a fast-paced environment
26. Fluent in Cantonese, English or Putonghua

Key Performance Indicators

5. Reports to be written and tabled at the Executive Committee Meetings
6. Increase performance of team
7. Increase attendance in trainings
8. Increase satisfaction by athletes

This position is on contract basis and will be remunerated according to qualification, skills and experience. This post is subvented by Hong Kong Sports Institute Limited.

Interested parties please send full resume with expected remuneration to hkcdba.recruitment@gmail.com on or before 31 March 2020. For details, please visit our website at <http://www.hkcdba.org>