

PAY STRUCTURE

COACH-IN-TRAINING (CIT)

\$6.50/hr (or entry level/first job under 500 hrs)

- Age 13-15 Must have letter of parental permission to employ
- Undertaking CIT training at WGC
- Must complete 30 CIT volunteer coaching hours annually before wage is applied
- Assistant to and under one-to-one direct supervision of Level 2 certified coach
- Limitations: May not have own group; not required to plan; must coach in GFA programs(not in competitive)
- WG wage increments do not apply

APPRENTICE COACH

\$8.35/hr. (or minimum wage)

- Age 15 and up
- Must have completed previous training:- i.e. 1-2 years of WG CIT program or ECE or recreational or teacher diploma or degree.
- Must have completed 10 hrs annual volunteer coaching hours
- Actively pursuing Foundation Gymnastics Coaching Certification or Foundations Gymnastics Coach-in-training
- WG wage increments do not apply
- Assistant to and under one-to-one direct supervision of Level 2 certified coach
- Limitations: May not have own group; not required to plan; must coach in GFA programs(not in competitive)

FOUNDATION GYMNASTICS *TRAINED COACH

\$9.75

- Completed NCCP Foundation Gymnastics (general, theory and one technical area) or NCCP Technical Level One in one applicable gym sport
- Actively pursuing Foundation Gymnastics Certification/NCCP Level 1 Certification in one applicable gym sport
- WG wage increments apply
- Limitations: May have own group but under direction and supervision of Level 2 Certified Coach
- See Coach Job description and benefits

FOUNDATION GYMNASTIC *CERTIFIED COACH

\$10.25

- NCCP Certified Foundations Gymnastics/NCCP Certified Level 1 any one applicable gym sport
- Respect In Sport Certification
- WG wage increments apply
- See Coach Job description and benefits

FOUNDATION GYMNASTICS *CERTIFIED COACH-MULTI GYM SPORTS

2 SPORTS -\$10.75 3 SPORTS -11.25 4 SPORTS-\$11.75

- NCCP Certified Foundations Gymnastics/NCCP Certified Level 1 in more than one gym sport (AG, TG, RG, AS)
- Respect in Sport Certification
- WG salary increments apply
- See Coach Job description and benefits

NCCP *LEVEL 2 CERTIFIED

\$11.75

- NCCP Level Two Certification
- Respect In Sport Certification
- WG wage increments apply
- See Coach Job description and benefits

NCCP *LEVEL 3 CERTIFIED

\$13.75

- NCCP Level Three certification
- Respect In Sport Certification
- WG wage increments apply
- See Coach Job description and benefits

SPECIAL EVENT RATE- (applies to *coach levels)

\$10.00

- Rate for meetings and special events outside of regular scheduled classes.

COACH-IN-CHARGE – Supplement

\$2.00/HR as designated

- To be assigned by Program Management as needed
- To cover supervision/coordination of multiple gym groups when manager not present
- Or when special expertise or needs are required

COACHING TRAVEL SUPPLEMENT – Coaching assignments outside Whistler add .5 hr to timesheet

BENEFITS AND ALLOWANCES

PROFESSIONAL DEVELOPMENT

- Full cost of GBC individual membership registration and subsequent insurance
- Full cost of updating Criminal Record checks as required. (does not apply to new coaches)
- Full cost of updating basic First Aid Certification as required. (does not apply to new coaches)
- 50% Registration Prepayment for NCCP Certification and management approved gymnastic related workshops. 50% Reimbursement at year if remaining with club.
- Prepayment for CIT's Foundations to Gymnastics Training- 50% for one year WG CIT- 100% for two year WG CIT
- Travel allowance for approved PD as per driving allowance @.36/km - flight supplement to maximum of \$150
- Budget application for Education plan funding supplement- \$500 within 3 yr limit – management approved, within budget limitations; indicated on long term education plan.

WG MEMBERSHIP STAFF RATE FOR TRAINING

- Family supplement to your children's gym classes registration costs: staff under 5 hrs/weekly =\$50 ; staff 5-15hrs/weekly = \$150 ; staff over 15hrs/weekly=\$200

UNIFORM SUPPLEMENT

- Coaching attire (one t-shirt and/or vest) will be provided by club if required.
- Competitive track suit uniform. Coaches to pay 50% of competitive uniform cost as a deposit. Club pays 50%. On return of uniform in good condition when coach is leaving club this deposit will be refunded relative to years used reduction i.e. 1yr-40% 2yr-30%

DRIVING ALLOWANCE - .36/KM designated driving for meets, special events, and club business to locations over 100 km return – must be authorized by management

MEET RATES – \$120 PER COACH includes 4 hour meet and 4 hours travel (added meet time \$15/over 4 hours) + driving allowance in designated car pools-must be authorized by management

AUTHORIZED EXPENSES

- All expenses must be preauthorized by appropriate manager and within budget limitations.
- Expenses outside budget limitations must be taken to BOD by management.
- Expense claim forms with receipts should be submitted to management by 15th of each month for month end payment.
- Mileage claims for driving allowance do not require receipts just the round-trip mileage and location.

PAYROLL BENEFITS AND DEDUCTIONS

SALARIED EMPLOYEES

- Club will deduct employee portion of UI, CPP, and Provincial and Federal income taxes.
- Membership for Tourism Whistler Benefits Package for "full time" employees; WCB; and GBC Registration to be paid by club

CONTRACTUAL EMPLOYEES

- Must provide proof of Whistler Business License.
- Are responsible for declaring all income for taxation purposes based on T4.
- Club will deduct UI and CPP.
- WCB and GBC Registration to be paid by club.

WAGE INCREMENTS

Name: _____ Date: _____

PAY CATEGORY: *CIRCLE ONE*

<u>COACH-IN-TRAINING (CIT)</u>	HONORARIUM TBD	
<u>APPRENTICE COACH</u>	\$8.35/hr. (or minimum student or adult wage)	
<u>FOUNDATION GYMNASTICS *TRAINED COACH</u>	\$9.75	
<u>FOUNDATION GYMNASTIC *CERTIFIED COACH</u>	\$10.25	
<u>F G *CERTIFIED COACH-MULTI GYM SPORTS -2</u>	\$10.75	
<u>F G *CERTIFIED COACH-MULTI GYM SPORTS -3</u>	\$11.25	
<u>F G *CERTIFIED COACH-MULTI GYM SPORTS -4</u>	\$11.75	
<u>NCCP *LEVEL 2 CERTIFIED</u>	\$11.75	
<u>NCCP *LEVEL 3 CERTIFIED</u>	\$13.75	
<u>SPECIAL EVENT RATE- (applies to all *coach levels)</u>	\$10.00	

INCREMENTS

- **PLEASE FILL OUT INFORMATION AND RETURN TO ADMINISTRATIVE OFFICE.**
- **MANAGEMENT WILL FILL IN \$ BOXES AND REVIEW WITH EACH COACH**
- **SHEET WILL BE REVIEWED ANNUALLY IN SEPTEMBER AND WAGE INCREMENT ASSIGNED FOR THE YEAR.**
- **ONLY NCCP COMPONENTS CAN BE UPDATED DURING THE YEAR AND SALARY ADJUSTMENTS MADE**

Added NCCP Components- highest above and not included in Pay category
(.20 per Lev 1 /.40 per Lev 2/.60 per Lev 3/.80 Lev 4) **List Courses**

Max \$5 \$

.

Related Education:
Post Secondary Degree or Diplomas **List title/date, duration of course, and organization**
 (Each will be evaluated based on relevancy; duration and level (range \$0.25-\$2.00 per)

Max \$5 \$

Additional Related Certifications **List title/date, duration of course, and organization**
 (Each will be evaluated based on relevancy, position and duration (range \$0.25-\$1.00 per)

Max \$2 \$

Indication of on-going professional development workshops taken in last 3 years
List title/date, duration of course, and organization (Range \$0.20-\$1.00 total)

Max \$1 \$

.

Related Experience:

Coaching Experience:
(.20/yr up to 20 years)

Years

Max \$4 \$

List duration, position, and employer – each will be evaluated based on relevancy, position and duration (range .25-\$1.00 per)

Max \$5 \$

Other Related Experience:

List duration, position, and employer/team – each will be evaluated based on relevancy and duration (range .25-\$1.00 per)

Max \$5 \$

Coaching Competency

WG Seniority/Dedication Pay:
(.20/yr up to 20 years)

Years

Max \$4 \$

Coaching Performance Review: based on last years performance review and related to job description and performance of same in coaching assignments.

Competency Improving \$0.50 Fully Competent \$1.00 Exceeds Expectations \$2.00

Management to select one.

\$

Level of Responsibility and Competency: most frequently assigned and performed

Certified Coach \$. 50 Supervisory/coach-in-charge \$1.00 Management \$1.50

Management to select one.

\$

Club Contribution Bonus: based on last year for contribution above and beyond outlined job description in support of Whistler Gymnastics.

Thank you for the help \$0.10 Always there to help \$0.25 Outstanding Leadership \$0.50

Management to select one.

\$

Total Salary Evaluation

Pay Category \$ Wage Increment \$ Total \$

Dated _____ Coach _____ Management _____

Deductions _____

Whistler Gymnastics Club
Box 1183
Whistler, BC, V0N1B0

www.whistlerymnastics.com
info@whistlerymnastics.com
604-902-3547 (FLIP)