

Executive Coach & Talent Development Director


Location: Toronto, Ontario

Term: Maternity leave contract
(12-month) starting December 2019

IMPACT.

Business Results. Professional Success.

3240 Yonge St.
Toronto, ON, Canada, M4N 2L4
www.impact-coaches.com
416 488 0026 (office)

 Impact-Coaches Inc.

 @impactcoaches

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About Impact-Coaches Inc.

Impact-Coaches Inc. is a business coaching organization that has been delivering leadership, business development and team development in the form of assessments, individual coaching, and group/team coaching since 2003. We have a proven track record and a growing client list thanks to our commitment to excellence in coaching and client service. We have grown steadily year after year and have a strong team of coaches across Canada. Impact-Coaches Inc. supports a fair and equitable work environment. Our coaches work virtually but are well-connected to our organization. We pride ourselves in being an organization that *“business people turn to when they want to excel”* and *“all coaches aspire to work with”*.

About the Executive Coach & Talent Development Director Opportunity

We are looking for a full time Executive Coach & Talent Development Director on contract for one year. This is an excellent opportunity for someone who loves to coach, and is equally passionate about helping us expand our team of high calibre executive coaches while building the knowledge, skills and abilities of our coach team.

You will work from a combination of locations in the GTA including our office at 3240 Yonge Street (near Lawrence Avenue), client sites, and your home office. Travel to client sites in the GTA is expected. No national or international travel is anticipated, but may be required periodically.

Accountabilities:

Executive Coach (60% = 1000-1200 coaching hours)

- Coach at management and executive levels using the Impact coaching process
- Support coaching and group work with assessments including personality assessments, client and feedback interviews, individual development plans
- Contribute to or facilitate group/team sessions for Impact clients

Business Development (20%)

- Identify opportunity to grow clients and the business by identifying, developing and pursuing new and innovative client and product opportunities
- Increase Impact presence within existing and new clients and the coach community through networking, presenting, publishing
- Maintain existing relationships at the highest levels through regular check-ins with important clients and gathering timely feedback, manage accounts and key relationships working with a senior coach (with support)

Talent Development (20%)

- Continually expand Impact-Coaches pipeline of contract coaches by attracting/identifying new coaches in large centers across Canada and the United States
- Assess candidates' qualifications to meet business and client needs
- With support, facilitate additional interviews, contracting, onboarding/orienting new coaches
- Mentoring new coaches on own or other coaches' projects
- Deliver team sessions to support professional development and maintenance of professional accreditation requirements for our coaches
- Communicate with coaches to keep them informed on internal changes and information related to their professional development

Technical Qualifications

- Undergraduate degree required, Masters level degree preferred
- Coaching Accreditation (ICF or equivalent)
- Certified in personality assessments, including at least one of Hogan/Hogan Business Reasoning Inventory, the Birkman Method Assessment, or Team Management Profile (TMP)
- Assessment experience (conducting coach-led 360 interviews and writing assessment reports) is a strong asset.
- Broad-based business experience and coaching experience (professional services and financial background preferred)

- Experience designing and leading group sessions centered around team effectiveness

Personal Qualifications

- Passion for coaching. Demonstrates genuine curiosity to support clients on their goals and objectives
- Strong organization skills to support effective management of assigned accounts; demonstrated ability to execute projects on time with attention to detail
- Strong professional network of coach peers and business contacts
- Experience sourcing and screening candidates
- Entrepreneurial nature to assist in driving business growth and finding the best coach talent
- Team player who likes to collaborate and share ideas with others. Strong ability to collaborate and form relationships in a virtual office environment
- Highly trustworthy, loyal and committed to a high level of integrity
- Highly professional with a strong focus on service excellence and quality
- Communicates effectively with clients and coaches on a timely basis and demonstrates honesty and respect in all interactions
- Strong written communication skills through email and written documents/reports/deliverables

To apply, contact Elaine Muzyczka, Director of Operations, Impact-Coaches, 3240 Yonge Street, Toronto, M4N 2L4, elaine@impact-coaches.com, 416-561-0041 (mobile) or 416-488-0026 (office).