



CANADA BASKETBALL OPPORTUNITIES

Canada Basketball is the national sport governing body for amateur basketball in Canada. Located in Toronto, Canada Basketball is a not-for-profit organization with the Mission: “We aspire to excellence in leading the growth and development of the game at home, and in pursuing medal performances on the international stage” and Vision: “Recognized as a world leader in all aspects of basketball, and consistently reaching the podium in FIBA competitions and the Olympic Games.”

Length and Term: The position will run from September to December 2025 (4-month term) (hours dependent on program & position).

Application Deadline: June 27, 2025

These positions will earn a \$3200 honorarium for the term. **Students MUST be enrolled in a coop program using this term as credit towards their degree/diploma.**

Skills & Abilities

- Close attention to detail and accuracy, with ability to follow through.
- Sound judgment, problem-solving skills, and the ability to take initiative.
- Ability to deal with personal information in a confidential, ethical, and professional manner.
- Possess excellent organization and implementation skills, as well as creative thinking skills.
- Must be able to handle multiple tasks simultaneously and prioritize appropriately in a fast-paced environment.
- The ability to work independently, maintain tight schedules and work flexible hours.
- Present a professional and mature attitude in dealing with team members, sponsors, and the public.
- Willingness to assist in other programs of the organization, as required.
- Knowledge of the Canadian sport system and the provincial and national basketball environments is an asset.
- Bilingual French/English is an asset.

Canada Basketball is committed to creating an inclusive and diverse work environment and is proud to be an equal opportunity employer. We welcome and encourage applications from First Nations, Metis and Inuit peoples, racialized persons, persons with disabilities, and those who identify as women and/or 2SLGBTQ+. All qualified applicants will receive consideration for employment without regard to race, ancestry, place of origin, ethnic origin, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability or any other protected ground of discrimination.

We recognize that organizations may miss out on applicants who screen themselves out of the process because they do not meet every qualification; this is especially true for equity-deserving groups. If you're excited about this role but feel that your experience doesn't perfectly match our job posting, we still encourage you to apply. Tell us your story and/or show us in your cover letter what you bring to the table beyond the listed qualifications.

As a condition of employment, the successful candidate will be required to undergo a successful background check.

CB welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

We thank all applicants for their interest, however, only those being considered will be contacted.



YOUTH AND 3X3 DEVELOPMENT INTERN (1 position available)

Interested candidates should send their resume to rfitzgerald@basketball.ca

The successful applicant will support the execution of the Jr. NBA Youth Basketball (JNYB) program and assist in the development of 3x3 grassroots and domestic programming. This role will focus on administrative support, order fulfillment, program operations, and strategic research for 3x3 growth in Canada.

Responsibilities

Jr. NBA Youth Basketball (JNYB) – Operations & Admin Support

- Fulfill and track orders for JNYB program materials (packing, shipping, inventory).
- Maintain the JNYB coach database: onboarding, tracking certifications, and background checks.
- Assist with registration, start-up support, and reporting for new/returning programs.
- Respond to inquiries from coaches, coordinators, and parents with excellent customer service.
- Support ongoing communication, marketing emails, and database management.
- Help generate new host leads and track outreach using CRM tools.

3x3 Development – Research & Planning

- Conduct research on international 3x3 models, best practices, and program structures.
- Assist in designing surveys and conducting interviews with stakeholders.
- Contribute to the development of a long-term **3x3 business plan** (to be executed in 2026), focused on domestic programming and competition models with alignment to high-performance pathways.

Skills & Qualifications

- Background in Logistics, Business, Kinesiology, Marketing, or Sport Management.
- Strong organizational skills and attention to detail.
- Proficiency in Microsoft Office and online research; experience with Notion or CRM tools is an asset.
- Bilingualism is a strong asset.
- Experience with SurveyMonkey, Mailchimp, WordPress, Adobe Creative Suite, or AI tools is an asset.
- Knowledge of 3x3 and/or Canadian sport system (e.g., LTAD, NCCP) is preferred.