



SKATE/PATINAGECANADA
NEW BRUNSWICK/NOUVEAU BRUNSWICK

CANADA WINTER GAMES 2019 APPLICATION FORM

Skate Canada New Brunswick is looking for highly motivated Figure Skating Coaches and Manager for the 2019 Canada Winter Games being held in Red Deer, AB from February 15 to March 3 2019. It is not known at this time if Figure Skating is scheduled in week one or week two.

Positions available:

- One (1) manager
- Two (2) coaches*
- One (1) Special Olympics coach

***At least 1 of the staff must be male and at least 1 must be female.**

Criteria for Coaches:

- Head coaches on the official registration form must be registered Skate Canada Professional Coaching members in good standing with the association and certified as National Coaching Certification Program (NCCP) Competition-Development National Coaches. These coaches must be so certified not later than 90 days before the opening of the Games (November 10, 2018, <http://www.canadagames.ca/figure-skating>).
- Assistant coaches on the official registration form must be registered Skate Canada Professional Coaching members in good standing with the association and trained as NCCP Competition-Development National Coaches. These coaches must be so certified not later than 90 days before the opening of the Games (November 10, 2018, <http://www.canadagames.ca/figure-skating>).
- The Special Olympics coach must be at least NCCP Regional Coach Certified. These coaches must be so certified not later than 90 days before the opening of the Games (i.e. by November 10, 2018, <http://www.canadagames.ca/figure-skating>)
- Previous experience with athletes who have participated in a qualifying event for Nationals and/or at a National Event would be an asset.
- Good interpersonal skills.
- Willing to accept the challenges of the task.
- History of coaching excellence.
- Be an ambassador for the province and our sport.
- Be prepared to spend the necessary hours at this task, in addition to regular commitments.
- One coach or manager should have bilingual capabilities.

Coach Responsibilities

- To work with and assist the Canada Winter Games Selection Committee with the preparation for the 2019 Canada Winter Games Team.
- To assist with the training and development of the selected athletes.
- To attend and participate in the Skate Canada New Brunswick Training program activities.
- To attend all scheduled Canada Winter Games seminars.
- To accompany and help coach at any out of province competitive opportunities.

- To maintain good working relationships with the personal coaches of athletes trying out and /or the final athletes chosen to attend CWG.

Criteria for the Manager:

- Demonstrated administrative/organizational/team leadership ability/experience is a requirement.
- Bilingual is an asset.
- Known to have good interpersonal working relationships.
- Must be able to make the commitment of time needed to assist with the project.
- Good working knowledge of the sport of figure skating.
- A Criminal Background Check must be conducted before final awarding of any positions.

Responsibilities for Manager:

- To perform the administrative duties in assisting the Canada Winter Games Selection Committee with the preparation for the games.
- Act as a liaison with the Provincial Sports Branch.
- Prepare budgets, plan and attend scheduled team preparation seminars and competitions.
- Act as the public relations co-ordinator for press releases re 2019 CWG activities or team profiles.
- Send memorandums and updates to skaters, coaches, and parents.
- Co-ordinate activities related to team meetings, seminars, etc. including activities related to suits (measurements etc.).
- Schedule any meetings with NB team and Parents.

These assignments are strictly Volunteer Assignments.

An honorarium of \$500.00 is paid to each Canada Winter Games Coach for the week of attendance at the CWG.

Application deadline: **December 1, 2017**

Send to:

Skate Canada NB
299 Champlain St, Suite 4, Dieppe, NB E1A 1P2
Fax: 506.855.1723

Executivedirector@skatenb.org

Selection will be made by the Skate Canada New Brunswick Board in conjunction with the CompetitiveSkate Committee.

Please send your questions to: Steven Keith steven.keith@skatenb.org

CWG COACH/MANAGER APPLICATION FORM

Name: _____

Address: _____

Province: _____ Postal Code: _____

Telephone Number: _____

E-mail Address: _____

Coaches only:

NCCP Level: _____

Skate Canada Number: _____

NCCP No: _____

I wish to apply for the following position:

- Coach**
- Manager**
- Special Olympics Coach**

Please include the following with your application form:

- **Resume**
- **Letter indicating reasons why you should be selected for the position.**

Submitting an application does not guarantee an assignment.