



## **2025 CANADA SUMMER GAMES**

### **SAILING TEAM MANAGER**

The role of the Canada Games Sailing Team Manager is to provide leadership and logistical support to Nova Scotia sailing athletes and the Head Coach preparing for the sailing competition at the 2025 Canada Summer Games to be held in St. John's, NL at the 2025 Canada Games to be held in St Johns Newfoundland, August 8- 16, 2025.

Manager applicants must not be under any form of suspension by Sail Canada, Sail Nova Scotia or a member club. This is a volunteer position.

Given the head coach is a male, the Manager must be female.

#### **Position Description**

The Canada Games Sailing Team Manager will be expected to:

- Have experience in the sailing environment, and with performance athletes and coaches
- Have a clear understanding of the role of Sail Nova Scotia in preparing for the Canada Games
- Assist in any or all areas as it pertains to administration, problem solving, and communication
- In collaboration with the Nova Scotia Canada Games Sailing coach, develop budgets and manage expenditures of the provincial Canada Games Sailing Team
- Previous coaching experience with the 29er class will be considered an asset

#### **Sailing Team Manager's roles and responsibilities**

- Manage in a fair and sportsmanlike manner, and prepare athletes for maximum performance at the Games both on and off the water
- Assist Mission Staff in administration of the team including registration, media requirements, uniform allocation, finances and transport
- Assist Mission Staff and the Host Society with accommodation, accreditation, and transportation procedures

#### **Canada Games Manager**

- Travel with Team Nova Scotia to and from the Games, unless alternate travel arrangements are approved in writing
- Assist in the transport of equipment to and from St John's, NL
- Reside in the Athlete's Village during the Games

- Take responsibility for the conduct of the athletes while at the Games in St. John's, NL and ensure that all the athletes are aware of and sign the Team Nova Scotia Membership agreement and waiver.

- Follow and enforce all policies outlined by Team Nova Scotia

- Attend Team Nova Scotia meetings and official activities and ceremonies whenever possible

- Participate in an anti-doping and drug testing procedures information

Session

Comply with the Sail Nova Scotia Safe Sport requirements for volunteers working with youth.

- Maintain close liaison with Mission Staff prior to, during and immediately after the Games

- Provide input and feedback to the Mission Staff and Chef de Mission regarding the Games

- Read, know and follow Team Nova Scotia's Code of Conduct, and other regulations in the policies and procedures handbook

This position will begin in October 2024.

Please indicate your interest by sending a cover letter and list of relevant experience (all as one document) to

Sail Nova Scotia

office@sailnovascotia.ca

Application deadline is October 7, 2024.