

2017 CANADA SUMMER GAMES

BRITISH COLUMBIA TEAM STAFF

Cycling BC is seeking applications for staff interested in serving on the staff of British Columbia's 2017 Canada Summer Games Cycling team. The Cycling portion of the Games is currently scheduled to take place July 27th - August 5th for XC MTB and August 5-13th for Road.

The staff will consist of a coach for each discipline, mechanic and/or manager. An honorarium of \$1000 will be offered to each staff. Pre-travel expenses, including transport to the airport will be reviewed on a case-by-case basis. All staff selections are subject to change.

MTB-XC Team (one male & one female)	Road Team (@ least one male/female)
Coach	Coach
Mechanic OR Manager	Manager
	Mechanic

All Staff must:

- Be current members of Cycling BC at the time of nomination and maintain their memberships through 2017
- Be publicly supportive of Cycling BC policies and programmes
- Attend all staff meetings, team camps, selection meets and the 2017 Games
- Be willing to work cooperatively with other members of the Team Staff
- Take on additional duties as requested by Cycling BC where required
- Assist with supervision and management of the Team on and off the competition venue
- Conduct themselves appropriately as representatives of Cycling BC and the province of BC
- Have a strong commitment to the team aspect of the competition
- Uphold team expectations and report any problems to Cycling BC
- Be willing to undergo a screening process, including police checks, as requested

The Coach will:

- Be fully certified at NCCP Level III or Competition Development in Cycling. Coaches who have full Level II or Introduction to Competition certification, but who have not completed Competition Development are encouraged to apply with the understanding that they must have completed Competition Development prior to June 2017.
- Be experienced at the appropriate level and actively coaching in the same event in which he/she is applying to coach
- Be responsible for preparing team athletes in the event for which he/she was chosen to achieve the best possible result
- Be knowledgeable of the physical condition of athlete team members leading up to and during the Games and be ready to make recommendations for changes in entries as required
- Be aware of rules, facilities and equipment in the event group area and use this knowledge to assist athletes to achieve best possible results
- Submit, following the Games, a report covering his/her area of responsibility

The Manager will:

- Serve as the Team Leader of the Cycling delegation
- Be responsible for the overall coordination of the team and the staff and their conduct
- Assume a leadership role in the selection of athletes to the team
- Assign duties to the team staff as required and oversee their completion
- Ensure that athletes are entered correctly

- Deal with all disciplinary actions required and report all such incidents to Cycling BC
- Communication with athletes and coaches regarding updates on CSG Programmes
- Have a proven record of team management and administration
- Be informed about travel, accommodation, meals and other arrangements
- Communicate all relevant information concerning schedules, travel, housing, etc. to all team personnel leading up to and during the Games
- Organize team and staff meetings and direct the administrative part of the meeting
- Submit a report following the Games

The **Mechanic** will:

- Be responsible for the cleaning and maintenance of each athlete's bike in preparation for each day of training or racing.
- Be responsible for assisting athletes with their bike build(s)
- Have a fully stocked tool box with all tools required to perform maintenance on MTB &/or Road/TT bikes
- Be responsible for the loading of bikes into the events equipment vehicle for each training and race day
- Provide a recommended spare part list to the team manager to share with selected athletes and staff
- Report equipment concerns to the manager and coach

Note: Full job descriptions and a code of conduct will be available to selected staff at a later date.

Coaches: please apply by sending a resume, to include Cycling BC membership number, NCCP certification level, experience (including team staff appointments), athletes coached, event group you wish to be considered for, references (possibly an endorsement from the club) and any other information that would support your application.

Mechanics: please apply by sending a resume to Cycling BC and please include references.

Please send resume by email to 2017 CSG Team Staff, c/o Coordinator, High Performance
 tara@cyclingbc.net

THE DEADLINE FOR APPLICATIONS TO BE RECEIVED IS Thursday, March 30th, 2017