



JOB POSTING – VOLUNTEER

Position:	2019 Canada Games Team Manager for BC Snowboard Volunteer Position
Length of Contract:	August 2018 thru February 2019 Approximately 1-2 days per month leading up to Canada Games + February 23 to March 2, 2019 in Red Deer, Alberta
Deadline for Application:	July 15, 2018
Submit Application to:	BC Snowboard by email: bcsnow@telus.net

Scope and Structure:

The Canada Games Manager for BC Snowboard reports to and receives direction from BC Snowboard Head Coach for the Canada Winter Games and BC Snowboard Executive Director.

The Canada Games Manager for BC Snowboard oversees the 2019 Canada Games Team in the disciplines of Slopestyle, Halfpipe, Parallel Giant Slalom and Snowboard Cross.

The primary responsibility of the Canada Games Manager for BC Snowboard to liaise between BC Snowboard Canada Games Coaches and Canada Games Mission Staff to ensure the effective planning leading up the Games and the successful operation of BCSB at the Games.

Areas of responsibility include fundraising, travel planning, athlete and coach support and communication prior to and at the Games.

Required Qualifications:

The Canada Games Manager shall have or obtain the following qualifications:

- Prior fundraising and or grant application experience
- A working knowledge of the BC Snowboard's programs, policies and operation
- A valid Class 5 driving license
- Proficient computer skills

Desired Qualifications:

The possession of the following qualifications will greatly enhance the performance of the Canada Games Manager duties:

- Formal education in the field of Business or Communications
- A valid Class IV driving License
- NCCP Coaching certification
- Completed a Canada Snowboard Coaching Course in the past 5 years

Responsibilities include:

Program Management

- Develop and Implement fundraising initiatives to help offset the cost to athletes for attending the Games
- Grant application to offset training and travel costs to the athletes
- Communicate with Team BC's Mission Staff leading up to the Canada Games

Athlete Management

- Ensure effective communication with athletes, coaches and parents of BC Snowboard Canada Games Team
- Ensure BC Snowboard Team uniforms are fit to athletes and distributed

Games Management

- Ensure that all travel plans and reservations are carried forth for the Canada Games athletes and coaches
- Provide support to BC athletes and coaches at the Canada Games
- Effectively review and make recommendations for future Games

BC Snowboard Association

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