



## Call for Applications: 2022 Canada Summer Games Team BC Staff (Rowing)

The 2022 Canada Summer Games (CSG) is Canada's largest youth focused multi-sport event that provides competition opportunities for developing athletes. The 2022 CSG will be held in Niagara, Ontario, with the rowing portion being hosted in St Catharines, Ontario. The team size is a maximum of 12 female athletes and 12 male athletes, plus 2 coxswains, all born in 2001 or later. Section 2.1 of the [CSG Technical Package](#) follows the Rowing Canada Aviron (RCA) Rules of Racing by stating that "a female crew may be coxed by either a female or a male and a male crew may be coxed by either a female or male."

In 2013, Team BC placed 1<sup>st</sup> at the Canada Summer Games. To ensure BC continues to set the standard across Canada, Rowing BC is seeking applications from highly qualified individuals interested in one of the following Team BC Staff Positions:

- Team Coach (2);
- Team Manager (1); and
- Team Boat Person (1); and
- Team Trailer Driver (1).

Successful applicants need to be able to work within a team environment to support a first-place finish for Team BC in Rowing at the 2022 CSG, deliver a fair, safe and transparent selection process, and implement a strategy that maximizes individual and team performances.

Staff are required to run Team BC initiatives and consequently will be away from home clubs or daily training environments at various times. Successful applicants will need to be available for the following:

December 2021 (Date TBD)	Development Camp for Long-List Athletes	Victoria, BC
February 2022 (Date TBD)	Development Camp for Long-List Athletes	Richmond, BC
May 2022 (Date TBD)	CSG Selection Regatta	Burnaby, BC
June 2022 (Date TBD)	CSG Selection Camp	Victoria, BC
June 2022 (Date TBD)	CSG Team Camp 1	Langford, BC
July 2022 (Date TBD)	CSG Team Camp 2	Richmond, BC
July 2022 (Date TBD)	CSG Team Camp 3	Langford, BC
August 2022 (Date TBD)	CSG Pre-Departure Camp	Langford, BC
August 14-20, 2022	CSG	Niagara, ON

Team BC Staff are also expected to support selected team members with their daily training plans remotely, or otherwise, following team selection and ahead of the pre-departure camp, between June and August 2022.



### **Team BC Staff Positions**

Rowing BC Provincial Coach, Rob Richards, will hold one of the Team BC Positions, and will be responsible for the five member staff team. Listed below are the responsibilities and qualifications for each position. All of these positions are development opportunities. There is some flexibility to share responsibilities between the roles in order that each team member is maximally developing in their primary areas of interest through their involvement in the CSG.

#### **Desired Attributes of all Team BC Staff:**

- Strong communication skills;
- High level of technical competency with both sweep and sculling;
- Able to problem solve as an individual or as part of a team;
- Ability to be flexible;
- Strong work ethic;
- Ability to work well with Team BC Staff and athletes; and
- Uphold the goals and values of Rowing BC and Team BC.

### **Team Coach**

#### **Team Coach Responsibilities:**

- Lead the 2022 CSG Team;
- Support athletes in reaching their goals;
- Select the 2022 CSG Team, supported by the Rowing BC Provincial Coach;
- Coordinate and support 2-3 development camps for potential Team BC athletes;
- Coordinate and support the pre-departure camp;
- Conduct team practices, training camps and other activities prior to the CSG;
- Assist with Team BC related logistics, including equipment and accommodations;
- Evaluate Team BC performance and assist with pre and post CSG reporting; and
- Be available for all Team BC meetings, events and activities related to the CSG.

#### **Team Coach Qualifications and Experiences:**

- RCA Performance Coach Certified no later than 90 days prior to the CSG;
- Experienced in coaching both male and female athletes;
- Demonstrated ability to coordinate team selection;
- RCA Every Coach Certified requirements completed prior to commencing the position;
- Coaches Association of Canada Safe Sport Module completed prior to commencing the position;
- Respect in Sport completed prior to commencing the position;
- CCES True Sport 101 completed prior to the CSG;
- Criminal Record Check including vulnerable sector screen completed prior to commencing the position;
- Proficiency in boat rigging for sculling and sweeping equipment;
- Experience delivering development camps is an asset; and
- Previous involvement with multi-sport games is an asset.



Section 2.2 of the [CSG Technical Package](#) states that *“If female athletes are being sent, one of the coaches must be female. If male athletes are being sent, one of the coaches must be male.”* Notwithstanding, Rowing BC welcomes applications from qualified gender diverse coaches.

### **Team Manager**

#### **Team Manager Responsibilities:**

- Support athletes in reaching their goals;
- Organize athlete registrations, uniforms, accommodations and other needs;
- Monitor and update program budgets;
- Assist coaches in the delivery of all events;
- Be available for all Team BC meetings, events and activities related to the CSG;
- Support Team Coaches with on water duties when necessary;
- Coordinate and support development, selection and training camps (including having the opportunity to be the lead coach for a particular crew if appropriate);
- Attend training camps and other necessary events prior to the games;
- Assist with Team BC related logistics, including equipment and accommodations;
- Serve as Team BC Rowing liaison with Games staff while at the CSG; and
- Evaluate Team BC performance and assist with pre and post CSG reporting.

#### **Team Manager Qualifications and Experiences:**

- Experience administering rowing programs and/or events;
- Familiarity with organization of athlete development camps;
- Any NCCP certification and coaching experience is an asset;
- Highly organized and detailed-oriented;
- Demonstrated ability to coordinate and manage a team of over 30 members;
- Experience coaching male and female athletes;
- Experience in the management of Budgets;
- Previous involvement with multi-sport games is an asset;
- Advanced communication skills and ability to collaborate with others;
- RCA Every Coach Certified requirements completed prior to commencing the position;
- Coaches Association of Canada Safe Sport Module completed prior to commencing the position;
- Respect in Sport completed prior to commencing the position;
- CCES True Sport 101 completed prior to the CSG;
- Criminal Record Check including vulnerable sector screen completed prior to commencing the position.



### **Team Boat Person**

#### **Team Boat Person Responsibilities:**

- Conduct on-site maintenance of equipment during camps and competitions;
- Assist coaching staff when appropriate, and in the delivery of all events (including having the opportunity to be the lead coach for a particular crew if appropriate);
- Secure and coordinate equipment for camps and competition;
- Coordination of equipment transport;
- Assist the Team Manager with budgeting needs relating to equipment;
- Ensure that the team equipment is in a competitive state of operation;
- Assist the Team Manager in issues relating to the equipment;
- Be available for all Team BC meetings, events and activities related to the CSG;

#### **Team Boat Person Qualifications:**

- Experience in fleet management and boat maintenance;
- Highly organized and detailed-oriented;
- Demonstrated ability to coordinate team equipment transport, including budget;
- Demonstrated ability to meet timelines;
- Familiarity with organization of athlete development and selection camps;
- NCCP certification and coaching experience is an asset;
- Experience coaching male and female athletes;
- Previous involvement with multi-sport games is an asset;
- Advanced communication skills and ability to collaborate with others;
- RCA Every Coach Certified requirements completed prior to commencing the position;
- Coaches Association of Canada Safe Sport Module completed prior to commencing the position;
- Respect in Sport completed prior to commencing the position;
- CCES True Sport 101 completed prior to the CSG;
- Criminal Record Check including vulnerable sector screen completed prior to commencing the position.

### **Team Trailer Driver**

#### **Team Trailer Driver Responsibilities:**

- Support athletes in reaching their goals;
- Coordination of the transportation of team equipment;
- Be available for all Team BC meetings, events and activities related to the CSG; and
- Assist with the organization of equipment.

#### **Qualifications and Experiences:**

- Experience in long distance haulage;
- Experience in the transportation of rowing equipment;
- Up to date passport and ability to enter the USA;
- Current BC Drivers licence; and



- Coaches Association of Canada Safe Sport Module completed prior to commencing the position;
- Respect in Sport completed prior to commencing the position;
- Criminal Record Check including vulnerable sector screen completed prior to commencing the position.

*The Team Trailer Driver is a support staff member and shall receive a week-long spectator access pass, accommodations and a per diem. Although this position is not able to stay with the team, they will prioritize being available to assist the team as required.*

### **Selection Process:**

To apply for one or more positions, please submit a cover letter and resume outlining your relevant experience to [Rowing BC Executive Director, David Calder](#), no later than **5pm on Friday September 24, 2021**. A shortlist of applicants will be created for continued review for each of the following positions:

- Team Coach;
- Team Manager;
- Team Boat Person; and
- Team Trailer Driver.

Shortlisted applicants will be notified by September 29, 2021, requesting an interview.

Once selection of the 2022 CSG Team Staff members is complete, Rowing BC will announce the successful staff members. Rowing BC aims to complete the selection process by October 6, 2021. All Team BC Staff members must successfully clear a Criminal Record Check including a vulnerable sector screen to the satisfaction of Rowing BC ahead of the announcement.

### **Compensation, Expenses and Additional Support**

Honorariums will be provided to the selected Team BC Staff members. Rowing BC and/or the CSG will reimburse pre-approved CSG related expenses.

To ensure a top performance at the 2022 Canada Summer Games and a high-quality experience for selected athletes and staff, Rowing BC will dedicate staff time to assist with the organization of CSG events as required.

### **Contact Information**

If you have any questions regarding these opportunities, please contact [Rowing BC Provincial Coach, Rob Richards](#) or [Rowing BC Executive Director, David Calder](#).