



# Manitoba Cycling Association 2011 Provincial Program Coaching Opportunities

The Manitoba Cycling Association requires coaches to fill the role of Head Coach, Assistant Coach, Manager or mechanic for the following camps, competitions, and Provincial Program Practices for the 2011 season.

## Provincial Program Projects

Date	Event*	Location	Coaches Required**
June 27 – July 4, 2011	Junior Road National Championships	Burlington, ONT	1 Female Assistant Coach
July 13 – 18, 2011	MTB National Championships	Canmore, AB	1 Head Coach 1 Assistant Coach (opposite sex)
~ July 9-19, 2011	Superweek	Chicago, IL	1 Female Assistant Coach
August 10-14, 2011	Western Canada Summer Games	Kamloops, BC	1 Female Manager, 1 Mechanic

\* The list of events are where additional coaching support is expected to be required.

\*\* The numbers of coaches required is dependent on the number of cyclists attending the event.

## Provincial Program Practices

Date	Training Type	Location	Coaches Required**
Tuesdays 5:30 – 7:30pm	Road or MTB Training	Winnipeg & Surrounding Area	1) Assistant Coaches to assist with different ability levels of athletes 2) From time to time to fill in for the Provincial Coach when away.
Thursdays 5:30 - 7:30pm			
Saturdays 1:00pm-4:00pm			
Sundays 9am – 5pm	Races on the MCA race schedule	Various locations	

\*\* The numbers of coaches required is dependent on the number of cyclists attending the training session.

## Compensation:

- The Manitoba Cycling Association will cover travel and accommodation expenses for all projects. A per diem of \$30 per day will also be provided for all projects that require overnight stays away from home, unless meals are included in the project.
- MCA's coaching services agreement remunerates coaches for their services to their level of coaching certification
- Provincial Program Projects & Practices will be paid out at the following rate:

Coaching Compensation	Practice Hourly Rate	Project Daily Rate
Intro to Comp Trained / Level 1 Certified	\$10.00 per hour	\$20 per day
Intro to Comp Certified / Level 2 Certified	\$12.00 per hour	\$40 per day
Competition Development Trained / Level 3 Certified	\$14.00 per hour	\$60 per day
Competition Development Certified	\$16.00 per hour	\$75 per day

## **Provincial Projects & Practices**

### **1. Responsibilities**

- Work with the Provincial Coach and/or designate and Team Manager to provide coaching services during the event & practices
- Attend any meetings associated with or held in conjunction with the event
- Be willing to initiate and take charge of any necessary details involving the safety and wellbeing of the athletes
- Be aware of the athletes' medications and allergies
- Responsible for ensuring athletes comply with Manitoba Cycling Association's Athlete Agreement
- Work with the Provincial Coach and/or designate and Team Manager to schedule itineraries for the event
- Be responsible for a vehicle to transport athletes, as required, during the event.

### **2. Coach Qualifications for Practices & Projects**

- Must have current NCCP certification.
- Must have completed Sport Manitoba Respect in Sport.
- Must have completed NCCP online Ethics.
- Must have a criminal record check completed (supplied to the Association once every three years).
- Must have a child abuse registry check completed (supplied to the Association once every year).
- Must have current Stand First Aid (within last 3 years)
- Must be a 2011 MCA member

### **3. Additional Coach Qualifications for Projects**

- Must have a valid passport for travel to the United States, when required for events.
- Must have a valid class 4 driver license and drivers abstract, when required for events.
- Must be available to travel on required dates with the team.
- Must be available to remain with the team for the duration of the event.
- Must be 21 years of age or older

### **4. Additional Coach Qualifications for Practices**

- Must be available to ride in the discipline being coached at the level of the members of the program

## **Western Canada Summer Games**

Western Canada Summer Games will be held in Kamloops, BC from August 10-14, 2011. WCSG regulations require three Cycling staff that are comprised of a coach, Manager and mechanic. The Coach/Manager Staff must be comprised of one male and one female. Jayson Gillespie, Provincial Coach, Manitoba Cycling will be the coach. Applications for the position of Manager can only be accepted from females. Applications for the position of Mechanic can be accepted from either males or females.

### **1. Manager Responsibilities**

- Working with the Coach / Mechanic / Athletes during training and the 2011 WCSG competition to make this a positive experience for everyone.
- Administrative duties such as the completion of required documentation on athletes and staff, liaising with the WCSG Mission Staff during competition
- Assisting in communicating with the Athletes
- Assisting with travel arrangements.
- Coordinating & work feedzone / techzone during competition with mechanic
- Chaperone female athlete with Doping Control
- Attend WCSG Meetings held by Sport Manitoba & Manitoba Cycling
- Driving athletes or equipment to venues for training or competition
- Setting up Team Manitoba area for training & competition
- Supervision of athletes
- Traveling with the team to designated events, including the Western Canada Summer Games in Kamloops, BC

### **2. Manager Qualifications**

- Must be female
- Must be 21 years of age or older
- Must have completed Sport Manitoba Respect in Sport.
- Must have a criminal record check completed (completed after August 20, 2008)
- Must have a child abuse registry check completed (completed after August 20, 2010)
- Must have current Stand First Aid (completed after August 20, 2008)
- Must be a 2011 MCA member
- Must have a valid class 4 drivers license & drivers abstract completed
- Must be available to travel on required dates with the team.
- Must be available to remain with the team for the duration of the event
- Previous games experience as an athlete, coach or manager would be an asset

### **3. Mechanic Responsibilities**

- Liaising with the WCSG Mission Staff during competition
- Maintains bicycles as required at designated events, including Western Canada Summer Games in Kamloops, BC
- Coordinating & work feedzone / techzone during competition with manager
- Attend WCSG Meetings held by Manitoba Cycling
- Driving athletes or equipment to venues for training or competition
- Setting up Team Manitoba area for training & competition
- Traveling with the team to designated events, including the Western Canada Summer Games in Kamloops, BC

### **4. Mechanic Qualifications**

- Must be 21 years of age or older
- Must have completed Sport Manitoba Respect in Sport.
- Must have a criminal record check completed (completed after August 20, 2008)
- Must have a child abuse registry check completed (completed after August 20, 2010)
- Must have current Stand First Aid (completed after August 20, 2008)
- Must be a 2011 MCA member
- Must have a valid class 5 drivers license
- Must be available to travel on required dates with the team.
- Must be available to remain with the team for the duration of the event
- Mechanical Experience with Road & MTB equipment in a competition Setting
- Previous games experience would be an asset



If selected, I understand that I will have to undergo a screening process to meet the qualifications required for this position as outlined in the 2011 Cycling Coaching Opportunities document. It will be my responsibility to ensure that this screening check is completed and submitted to MCA prior to the event. ALL INFORMATION IS CONFIDENTIAL.

If selected, I further understand that I will be reimbursed for only accommodation & travel expenses incurred while participating at the selected cycling event at the provincial program compensation rates, as outlined in the 2011 Cycling Coaching Opportunities document. .

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*(date)*

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*(Applicant's signature)*

The applicant may also feel free to send additional information about themselves that could be important for this position.

Mail applications to: Manitoba Cycling Association  
145 Pacific Avenue  
Winnipeg MB R3B 2Z6  
Fax: 204-925-5688  
E-mail: [coach@cycling.mb.ca](mailto:coach@cycling.mb.ca)