

2013 Canada Summer Games -- Manager & Mechanic Application

The Manitoba Cycling Association (MCA) is currently accepting applications for the position of Manager and mechanic for the upcoming Canada Summer Games, to be held in Sherbrooke, QC, August 1-17, 2013. These positions are volunteer positions with all expenses being covered.

For the 2013 CSG, cycling will be split into two separate weeks. Week 1 (August 1-9) will be Mountain Biking, while week 2 (August 10-17) will be road biking.

For Week 1 (MTB), CSG regulations require two Cycling staff that are comprised of a coach, and Manager or mechanic. The 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 or mechanic can be accepted from only females. However, should a suitable candidate not be available, the MCA may adjust its staffing requirements to meet the needs of the athletes as well as the requirements of the CSG regulations.

For Week 2 (Road), CSG regulations require three Cycling staff that are comprised of a coach, manager and mechanic. The staff must be comprised of at least one female and one male. Jayson Gillespie, Provincial Coach will fulfill the coach position. Applications for the position of manager and mechanic can be accepted from both males and females.

Manager Position

- Responsibilities
 - o Working with the Coach / Mechanic / Athletes during training and the 2013 CSG competition to make this a positive experience for everyone.
 - o Administrative duties such as the completion of required documentation on athletes and staff, liaising with the CSG Mission Staff (Jim Prendergast) during competition
 - o Assisting in communicating with the Athletes
 - o Assisting with travel arrangements.
 - o Coordinating & work feedzone / techzone during competition with mechanic
 - o Chaperone athlete at Doping Control
 - o Attend CSG Meetings held by Sport Manitoba & Manitoba Cycling
 - o Driving athletes or equipment to venues for training or competition
 - o Setting up Team Manitoba area for training & competition
 - o Supervision of athletes
 - o Traveling with the team to designated events, including the Canada Summer Games in Sherbrooke, QC
- Qualifications:
 - o 21 years of age or older.
 - o Valid Class 4 Driver's Licence
 - o Completion of a Criminal Record Check (must be completed within last 3 years as September 1, 2013)
 - o Completion of Child Abuse Registry (must be completed within last year as of September 1, 2013)
 - o Completion of Respect in Sport
 - o Current Standard First Aid (be completed within last 3 years as September 1, 2013)
 - o 2013 MCA Member
 - o Previous games experience as an athlete, coach or manager would be an asset
 - o Previous experience with a Provincial cycling program would be an asset

Mechanic Position

- Responsibilities
 - o Liaising with the CSG Mission Staff during competition
 - o Maintains bicycles as required at designated events, including Canada Summer Games in Sherbrooke, QC
 - o Coordinating & work feedzone / techzone during competition with manager
 - o Attend CSG Meetings held by Manitoba Cycling
 - o Driving athletes or equipment to venues for training or competition
 - o Setting up Team Manitoba area for training & competition
 - o Traveling with the team to designated events, including the Canada Summer Games in Sherbrooke, QC
- Qualifications:
 - o 21 years of age or older.
 - o Valid Class 4 Driver's Licence
 - o 2013 MCA Member
 - o Completion of a Criminal Record Check (must be completed within last 3 years as September 1, 2013)
 - o Completion of Child Abuse Registry (must be completed within last year as of September 1, 2013)
 - o Completion of Respect in Sport
 - o Current Standard First Aid (be completed within last 3 years as September 1, 2013)
 - o Mechanical Experience with Road & MTB equipment in a Competition Setting
 - o Previous games experience would be an asset

Applications can be emailed, or mailed to: Jayson Gillespie, Manitoba Cycling Association, 145 Pacific Avenue, Winnipeg, MB R3B 1A8; cycling.coach@sportmanitoba.ca

Deadline May 1, 2013

2013 Canada Summer Games - Staff Application

POSITION APPLYING FOR: Manager Mechanic

CONTACT INFORMATION

Name	
Street Address	
City	
Postal Code	
Home Phone	
Work Phone	
Cell Phone	
Email Address	

QUALIFICATIONS

Do you have a valid Driver's License?	<input type="checkbox"/> Yes <input type="checkbox"/> No	What class driver's license(s) do you hold?	
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Please outline your current involvement with the Manitoba Provincial Cycling Program?

Please outline your previous multi-sport Games experience? (Manitoba Games, Western Canada Summer Games, Canada Games, Regional National Games, International Games as an athlete, coach, team leader, administrator). In what capacity did you participate?

(MANAGER POSITION): Please outline your previous sport managing experience in a competitive cycling setting that would be relevant to your position at the CSG.

(MECHANIC ONLY) Please outline your previous cycling mechanical experience for both Road & MTB in a competitive setting

UNDERTAKING:

I hereby consent to the disclosure of the information contained in this application, to the executive members of the Manitoba Cycling Association and the 2013 Canada Summer Games Selection Committee, for the purpose of selecting a manager for Team Manitoba Cycling for the 2013 Canada Summer Games.

I hereby certify that the information provided in this application is complete and accurate.

I hereby acknowledge that upon acceptance of a position that I will provide proof of qualifications with a current copy of my driver's abstract (within 3 months), criminal record check (within 3 years), Vulnerable Sector check, Child Abuse Registry check (within 1 year), standard first aid certificate (within 3 years) and Respect in Sport certificate. These will be required prior to any involvement with 2013 Canada Summer Games team.

I hereby acknowledge the authority of the 2013 Canada Summer Games Committee, Sport Manitoba, the Manitoba Cycling Association, and agree to carry out and abide by their constitutions, bylaws, rules, regulations, and code of conduct.

NAME: (print) _____

SIGNATURE: _____

DATE: _____