



## **2025 Staff Call for Applications.**

Athletics New Brunswick is now seeking applicants for the upcoming provincial team programs. Applicants are asked to submit their coaching application and the requested documents to [anb@anb.ca](mailto:anb@anb.ca) by Sunday January 25th, 2024.

Required documentation by applicants:

- Cover Letter of interest – specific to position of interest
- Resume – Coaching and Athletics experience
- NCCP Coaching transcript
- 3 References - relevant to sport setting and coaching/managing experiences

**\*\*Coaches interested in multiple positions should be sure to note accordingly in the cover letter of their application\*\***

All applicants should review the Provincial Team Policy - ANB policy statement 2.0

All applicants should review the Provincial Team Staff Policy – ANB policy statement 2.1



### **Canada Games 2025: (2 roles)**

1. Position of Event Coach for the 2025 Jeux Canada Games that will be held in St.John's, NFLD.
2. Team Manager for the 2025 Jeux Canada Games that will be held in St.John's, NFLD.

The date of the games is and it is understood that Athletics will be the 2<sup>nd</sup> week sport encompassing the dates of August 17<sup>th</sup> - 24<sup>th</sup>

**Please reference selection criteria and 2025 CSG mandate for more information.**

## Canada Games 2025: (4 positions)



### 1. Event Coach 2025 Jeux Canada Games:

- Event Coach candidates MUST BE level 3/Comp Dev/Performance Coach trained.
- Event Coach applicants must have completed MED evaluation.
- STRONG organizational skills
- National or Provincial Coaching/Managing Experience considered and asset
- Demonstrated background of STRONG leadership

*\*Those selected will be asked to submit a valid (more recent than July 2023) police record check no later than three months after notice of selection (May 2024). A letter of request will be made available to those who require it.*

Official team duties will be discussed upon selection however, duties may include but are not limited to:

- Athlete selection in conjunction with the 2025 CSG Team Head Coach and Manager
- Tracking, monitoring, and liaising with identified athletes and personal coaches
- Identifying up and coming athletes and personal coaches
- Assisting with events in the lead up to the games (trips, competitions, camps, clinics, presentations).
- Being present at the selection meet and team selection meeting (June/July 2025)
- Coach and athlete development as requested
- Being committed and available to achieving the provincial mandate outline in the strategic plan for the 2025 CSG program
- Additional duties as assigned by ANB Executive Director



### 2. Team Manager for the 2025 Jeux Canada Games: (1 positions)

- *Team Manager candidates MUST have a strong background in the sport of athletics - combination of experience and technical certification are acceptable.*
- *Leadership experience with ANB or Sport NB provincial programs*
- *Team Manager applicants must have completed MED evaluation*
- STRONG organizational skills
- National or Provincial Coaching/Managing Experience considered and asset
- Demonstrated background of STRONG leadership

*\*Those selected will be asked to submit a valid (more recent than July 2023) police record check no later than three months after notice of selection (May 2024). A letter of request will be made available to those who require it.*

Official team duties will be discussed upon selection however, duties may include but are not limited to:

- Event coach selection in conjunction with the 2025 CSG Head Coach
- Team budget planning
- Tracking, monitoring, and liaising with identified athletes and personal coaches
- Identifying up and coming athletes and personal coaches
- Assisting with events in the lead up to the games (trips, competitions, camps, clinics, presentations).
- Being present at the selection meet and team selection meeting (June/July 2025)
- Coach and athlete development as requested
- Create comprehensive IST plan for athlete preparation
- Being committed and available to achieving the provincial mandate outline in the strategic plan for the 2025 CSG program
- Additional duties as assigned by ANB Executive Director or Head Coach



## Athletics New Brunswick – Coaching Application

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Name: \_\_\_\_\_

Club or School Affiliation:

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Address: \_\_\_\_\_ City: \_\_\_\_\_

Province : \_\_\_\_\_ Postal Code : \_\_\_\_\_

Phone : (cell) \_\_\_\_\_

E- mail \_\_\_\_\_

### Team Selection

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2025 CSG Event Coach: \_\_\_\_\_

2025 CSG Manager: \_\_\_\_\_

NCCP Certification Number: \_\_\_\_\_

### Please include the following in with your coaching Application:

- Cover Letter – specific to position of interest
- Resume – Coaching and Athletics experience
- NCCP Coaching transcript
- 3 References - relevant to sport setting and coaching/managing experiences

### **APPLICATIONS ARE DUE JAN 25<sup>TH</sup>,2024**

The coach selection committee will be made up of no less than 3 individuals (who are not in a role of conflict) with a chair that will be overseeing the selection process. It is expected that final selections for 2025 JDLF & CSG can be brought to the ANB board for ratification at the ANB Semi Annual Meeting to be held on May 2024 Noting that the selection committee reserves the right to withhold naming all positions during this initial call.

Although ANB appreciates all applicants for our 2025 JDLF & CSG programs. If required, only applicants selected for an interview will be contacted about the 2<sup>nd</sup> phase of selection.

**\*\*ANB and the 2025 CSG Head Coach reserve the right to add additional staff based on increased team size and capacity requirement after the selection date\*\***