

# **ATHLETICS NEW BRUNSWICK TEAM STAFFING**

## **Manager – for 2013 Jeux Canada Games**

### **INTRODUCTION:**

Managers, like athletes and Coaches, are recognized and encouraged for their efforts. One such form of recognition is selection to an Athletics New Brunswick Provincial Team Project.

Managers are selected to Provincial Team Projects to help in establishing an optimal environment conducive to best performance for all team members. Managers are leaders and team members and integral to the efficient and professional operation of an Athletics New Brunswick Team Project.

### **ELIGIBILITY:**

- Be a member in good standing with Athletics New Brunswick.
- Have demonstrated repeated commitment to:
  - a) Athletics New Brunswick programs in a Coaching or Manager role.
  - b) Provincial Club/School programs in a Coaching or Manager role.
- Having completed the application form.
- The Board of Directors must ratify the appointment.

### **PRINCIPLES AND CRITERIA**

The following principles and criteria will be used for selection of Managers to the Provincial Canada Games Team.

#### **PRINCIPLES:**

Integrity is the foundation for all other considerations in Managers selection and overrides all other principles.

A Provincial Manager will be beyond reproach in his/her professional and personal behaviour when selected to an Athletics New Brunswick Provincial Team.

Experience includes previous appointments to Provincial Teams as well as experience at the Club level.

#### **CRITERIA:**

- a) Communication skills
- b) Knowledge of the structure of Athletics New Brunswick
- c) Attributes *re* initiative, reliability, commitment, *etc*
- d) Composure
- e) Health
- f) Related Management experience

# **ATHLETICS NEW BRUNSWICK**

## **Manager /Duties- 2013 Jeux Canada Games and Camps**

### **General Responsibilities:**

The Team Manager's responsibilities include, but are not limited to:

- working with the Provincial Head Office to confirm team travel, accommodation, meals and other arrangements
- in conjunction with the Team Head Coach, liaising between the media and the Provincial Team members regarding all press requirements and press conferences
- assisting the Team Head Coach and Event Coaches to monitor the athletes behaviour
- sitting as a member of the committee convened in disciplinary actions with the Team Head Coach and Team Captains
- • submitting a report within 21 days after the event (see Reporting and special Manager Sections below)
- • reporting to the Team Head Coach

It is important to have on hand the correct currency and be cognizant of the proper procedure to make an appeal. Appeals are made in conjunction with the Team Head Coach only and should not be made frivolously just to make a point.

### **Role:**

The role of Managers of Team New Brunswick is to ensure the successful preparation, participation and performance of the athletes in the competitions and related activities.

It is expected that the Managers of any Athletics New Brunswick team will project a very positive image of New Brunswick and be an outstanding ambassador of our Province

Under the leadership of the Head Coach, each member of Athletics New Brunswick should demonstrate:

- good sportsmanship
- spirit of fair play and team spirit
- co-operation
- friendship
- respect for other people's rights
- Respect and adherence to the rules and regulations established by the host community and Athletics New Brunswick..