Coach / Manager Selection Process
2015 Canada Winter Games, Prince George, BC
2015 Western Canada Summer Games, Wood Buffalo, AB

The Nunavut Badminton Association (NBA) is in the process of determining the badminton team to represent the Territory of Nunavut at the 2015 Canada Winter Games (CWG) and the 2015 Western Canada Summer Games (WCSG). The CWG takes place in Prince George, BC, February 13th-March 1st, 2015 and the WCSG takes place in Wood Buffalo, AB, August 7th-15th, 2015.

A Coach and a team Manager (minimum of 1 male and 1 female) are required for Team Nunavut - Badminton.

Factors for consideration for selection (not in order of importance):
- Coaching certification level
- Previous coaching experience
- Previous experience with the Nunavut Badminton Association
- Availability for travel and pre-Games training
- Previous experience supervising a team while travelling
- Nunavut residency
- Past team success with the Nunavut Badminton Association (if applicable)
- Commitment to the Nunavut Badminton Association and future involvement with the Association

The Coach will have an integral role in selecting athletes to make up the Team and will be required to provide a training plan for those selected to go to the Canada Winter Games and Western Canada Summer Games. The coach / manager team will be responsible for carrying out this training plan. A positive and enthusiastic style of mentoring is required. A report at the conclusion of the Games is required outlining successes / areas for improvement of each of the athletes.

All applications must be received by Friday, May 23, 2014.

The NBA Board will review all applications. Selected individuals will be notified in June 2014.

Please read through all enclosed information and complete the application form as fully as possible. The NBA Board will base their choices on the information you’ve supplied in your application.

Thank you in advance for your interest in coaching / managing athletes at this level of competition. We look forward to receiving your application.

Board of Directors
Nunavut Badminton Association
NBA Expectations for selected Coaches / Managers

**Coaches**
- Uphold and enforce the Sport Nunavut, NBA and CWG and WCSG Regulations and Code of Conduct.
  - Coaching and mentoring the Team in conjunction with the manager.
  - Chaperoning Team athletes.

**Pre-competition:**
- In conjunction with the NBA, athletes and community coaches, develop a training program for all Team athletes.
- Be familiar with and follow CWG and WCSG badminton technical package.
- Develop Team and individual athlete goals.
- In conjunction with NBA and manager, develop a plan of action including:
  - Athlete training
  - Team rules / guidelines / discipline
  - Game day routine, from wake-up to lights out
  - Practice plans for all practices
  - Pre-game preparation and post-game analysis
  - Tactical game plans
- Open communication with NBA, manager, community coach, athletes and parents.

**Event:**
- Communicate/support each athlete multiple times a day both on and off the court.
- Attend meetings and interview requests where appropriate.
- Coordinate and communication with the mission staff as required.

**Post Competition:**
- Communicate with team members to ensure they arrive back to their hometown.
- Complete a report outlining successes and areas of improvement for each athlete.

**Manager:**
- Uphold and enforce the Sport Nunavut, NBA and CWG and WCSG Regulations and Code of Conduct.
  - Ensure the overall safety and well-being of Team athletes; support coaching staff.
  - Chaperoning Team athletes.

**Pre-competition:**
- Coordinate and communicate all aspects of the competition, meals (menu), accommodations (rooming list), travel, apparel, schedules, etc.
- Open communication with NBA, coaching staff, athletes and parents.
- Prepare and communicate all information required by NBA, Sport Nunavut and CWG and WCSG in a timely fashion.
- Review and be familiar with Rules and Regulations for the sport of badminton. (Be familiar with and follow CWG and WGSC badminton technical package.)
Event:
- Communicate and support each athlete multiple times a day both on and off the court.
- Liaise with Team Nunavut mission staff.
- Attend meetings and interview requests where appropriate.
- Coordinate with coaching staff and oversee the preparation and distribution of daily itineraries and schedules.
- Ensure coaching staff is aware of any changes in daily schedules.

Post-competition:
- Submit a CWG and WCSG Results Report to NBA immediately after the Event.

All selected coaches and managers will be required to:
1. Submit a Police Record Check.
2. Sign a Coach or Manager Agreement form.
3. Read, sign and abide by the Sport Nunavut, NBA and CWG and WCSG Code of Conduct.
Team Nunavut - Badminton
Application Form - Coaches / Managers (1 of 2 pages)
Position applying for:

- Coach
- Manager

**Personal Information** (print clearly):

Name: ____________________________________________________________

Date of birth (mm/dd/yyyy) __________________________________________

Gender: M / F

Mail address (residence location): ________________________________

Home phone: ________________________________

Work phone: ________________________________

Cellular phone: ________________________________

E-mail: ________________________________

Highest level achieved - NCCP Badminton Coaching Certification (submit copy):

Level: __________________ Theory: __________________ Practical: __________

Other Applicable Certificates (i.e. first aid, etc.): __________________________

- ________________________________

- ________________________________

Other Leadership Experiences: ________________________________

- ________________________________

- ________________________________

Accomplishments / Awards: ________________________________

- ________________________________

- ________________________________
Application Form - Coaches / Managers (2 of 2 pages)
Team Nunavut - Badminton

Resume:
Please attach your personal (employment) resume, reflecting your managing/coaching experience and any other information which is not detailed in this application (i.e. employment, playing experience, other interests, etc.)

References:
If you are selected for consideration, references may be requested.

Applicant signature:  
Date:

Please send all applications to nuna.bad@gmail.com

Please indicate whether you are applying for CWG and/or WCSG