



TEAM ONTARIO -SPORT MANAGER APPLICATION- 2023 NORTH AMERICAN INDIGENOUS GAMES (NAIG)

SPORT MANAGERS CALL-OUT

Indigenous Sport & Wellness Ontario (ISWO) will be accepting applications for *volunteer* positions as **Sport Managers**. These positions are now available for various sport categories to be held at the next North American Indigenous Games (NAIG) which will take place in Halifax, Nova Scotia on July 15-23, 2023.

ISWO is the recognized Province/Territorial Aboriginal Sport Body (P/TASB) that oversees the operations of Team Ontario, which will be comprised of approximately 400 athletes, 80 coaches and 20 mission staff. This team will be managed by Mission Staff (ISWO appointed representatives and selected Sport Managers) whose main responsibility will be to oversee all aspects of team operations and logistics.

GENERAL ROLES & RESPONSIBILITIES FOR SPORT MANAGER POSITIONS

Pre-Games: Assist with team development efforts such as athlete identification, qualifying events, camps, athlete registrations and sport-specific conference calls. Provide ongoing athlete training and monitoring from selection to competition. If selected as a manager for NAIG 2023, specific reference checks will be requested by ISWO.

Games-time: Mentorship and supervision/chaperoning. Provide support and/or direction towards designated caring adults in place for athletes during competition.

Post-Games: A written evaluation of all aspects of Team operations relating to coaching staff duties, responsibilities and general event overview.

SPORT MANAGER POSITION DESCRIPTION

In conjunction with the ISWO staff, the Chef de Mission and respective Coaching staff, the Sport Manager will create awareness of the 2023 NAIG to increase participation in their respective sport program across Ontario. Sport Managers must ensure their sport program meets all deadlines and requirements, and adhere to all administrative, technical and disciplinary guidelines outlined by the NAIG Council.

They must set a strong leadership example as a supportive, encouraging and proud sport participant. Managers of sport must be responsible for all team communication and necessary paperwork. Will strive to motivate and support athletes and coaching staff to achieve team goals and objectives. Sport Managers are required to relay and abide by the policies, a code of conduct, rules and regulations, as well as other guidelines established by ISWO, the NAIG Council and the 2023 Host Society.

In cooperation with the Coaching Staff, a Sport Manager is responsible for the supervision of athletes at all times. Will coordinate for team needs, which include but not limited to: equipment requests, apparel and uniform sizing as well as practice/training schedule reminders leading up to NAIG. Needs to sustain ongoing communication with Team Ontario Mission Staff, Coaches, Trainers, Parents/Guardians, Athletes and ISWO. May lead or support any related duties to fundraising for their team. In consultation with the Provincial Sport Organizations (PSOs) and Coaching Staff, Sport Managers

will assist with talent identification, evaluations, team development strategies and/or camp deliveries, organizing and assistance with athlete selection, where appropriate.

ADDITIONAL CERTIFICATION REQUIREMENTS

In addition to the *sport specific* requirements, as outlined in the 2023 NAIG Sport Technical Package, it is mandatory for all Sport Managers to complete elected *Professional Development (PD)* in order to be a qualified participant of the 2023 NAIG. Mandatory PD can be obtained after the application process but must be successfully completed prior to the commencement of 2023 NAIG.

SPORT CATEGORIES – PREFERENCE SELECTION

A chart provided within the application form contains information on grouped categories and sport programs as identified through the 2023 NAIG Technical Sport Package. The sport and group categories have been previously approved by the NAIG Council and are reflected in the Governing Rules – Sport Program. Any necessary updates or changes will be shared with NAIG Council and each team representatives.

APPLICATION PROCESS

1. Fill-out and submit an online application form by Friday, September 9th, 2022. 5pm EST.
Printable Application Forms should be completed and scanned to:
Team.Ontario@iswo.ca
2. Eligible Coaches may be asked to have an in-person, online and/or phone interview.
3. Successful applicants will be notified by October 2022.

All applications will be considered; however, Coaches of Indigenous descent (First Nation, Inuit and Métis) are preferred.

APPLICATION FORM

IF MORE SPACE IS NEEDED TO COMPLETE ANY SECTION OF THIS APPLICATION:

Attach a separate document and check this box (right)

A. PERSONAL INFORMATION

Last Name:								
First Name:								
Preferred Name to be Called:								
Middle Name:				Middle Initial(s):				
Preferred Gender Pronoun:	<input type="checkbox"/> They	<input type="checkbox"/> Ze	<input type="checkbox"/> He	<input type="checkbox"/> She	<input type="checkbox"/> No pronoun preferred			
	<input type="checkbox"/> A pronoun, not listed:							
Ethnicity:	<input type="checkbox"/> First Nation (Status) <input type="checkbox"/> First Nation (Non-Status)		<input type="checkbox"/> Métis Status	<input type="checkbox"/> Inuit	<input type="checkbox"/> Non-Native			
Status #: <i>If Applicable</i>								
ALL APPLICATIONS WILL BE CONSIDERED; HOWEVER, COACHES OF INDIGENOUS DESCENT ARE PREFERRED								
Health Card #: <i>10 Digits and Version Code (two letters), If Applicable</i>				Date of Birth: <i>(dd/mm/yyyy)</i>				
NCCP #:				Current Age:				
Community/Band(s) Represented:								
Mailing Address:								
City/Town:				Postal/Zip Code:				
Province/State:				Country:				
Phone #: <i>(Primary)</i>				Phone #: <i>(Secondary)</i>				
Email:								
Eligibility Assets & Requirements <i>(in bold):</i>	<input type="checkbox"/>	Respectable Character	<input type="checkbox"/>	CPR/First Aid	<input type="checkbox"/>	Making Headway in Sport	<input type="checkbox"/>	Sport-Specific NCCP Certification(s)

<input type="checkbox"/>	Age of 18+ upon Application Submission	<input type="checkbox"/>	Valid Driver's License	<input type="checkbox"/>	Aboriginal Coaching Module	<input type="checkbox"/>	Respect in Sport – Activity Leader Program
<input type="checkbox"/>	Able to stand, walk or wheel for an extensive duration of time and/or distance	<input type="checkbox"/>	SafeSport Training	<input type="checkbox"/>	Making Ethical Decisions – Module	<input type="checkbox"/>	Making Ethical Decisions – Online Evaluation

B. POSITION PREFERENCE(S) – IDENTIFY WHAT YOU ARE APPLYING FOR

<input type="checkbox"/>	Sport Manager	<input type="checkbox"/> Any Coaching position available	In the event you are not selected as Coaching Staff, would you consider becoming either of the following positions? Chaperone : <input type="checkbox"/> Y <input type="checkbox"/> N / Sport Manager : <input type="checkbox"/> Y <input type="checkbox"/> N
<input type="checkbox"/>	Coach, Head		

For planning purposes, please include any known dates that you will be unavailable to be perform any general Roles & Responsibilities as a Sport Manager in the space provided below:

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C. SPORT PREFERENCE(S) – CATEGORIES YOU ARE INTERESTED IN COACHING

Review chart below. Enter your 'top three' preferred choices in numbered order (1, 2 & 3 – one, being highest).

2023 NAIG	GROUPED CATEGORIES					
	14U (2009 & later)		16U (2007 & later)		19U (2004 & later)	
	M	F	M	F	M	F
Archery (3-D)						
Athletics						
Badminton						
Baseball						
Basketball						
Canoe/Kayak						
Golf						
Lacrosse (Box)						
Rifle Shooting						
Soccer						
Softball						
Swimming						
Volleyball (Court)						
Wrestling						
COACHES CANNOT OVERSEE ATHLETES WHOM ARE THEIR OWN CHILD(REN), GRANDCHILD(REN) OR SIBLING(S)						
CHART LEGEND	** : Demonstration Only Sport		F: Female	M: Male	U: (and) Under	
Available Category:					Unavailable Category:	

D. EMERGENCY DETAILS – IN THE EVENT OF AN EMERGENCY

Medical, Allergy and Food Considerations:			<i>If None, Check Here</i> <input type="checkbox"/>
EMERGENCY CONTACT	Preferred Gender Pronoun:	<input type="checkbox"/> He <input type="checkbox"/> She <input type="checkbox"/> They <input type="checkbox"/> Ze <input type="checkbox"/> No Pronoun preferred <input type="checkbox"/> Other, not listed: _____	

Relation to Applicant:			
Full Name:			
Primary Phone #:		Alternative Phone #:	
Residential Address:		Email Address:	

E. MANAGER EDUCATION – REQUIREMENTS TO MANAGE

NCCP#:	
REQUIREMENTS TO MANAGE	DATE OBTAINED <i>(mm/yyyy)</i>
<i>Aboriginal Coaching Module (ACM)</i>	
<i>Respect in Sport – Activity Leader Program</i>	
<i>Making Ethical Decisions – Module</i>	
<i>Making Ethical Decisions – Online Evaluation</i>	
<i>Making Headway in Sport</i>	
<i>Sport-Specific Certification, or equivalent (as listed in the 2020 NAIG Sport Technical Package)</i>	
IF ANY OF THE ABOVE REQUIREMENTS ARE NOT YET OBTAINED: By checking this box (right) - I understand that by the month of May 1 st , 2023 I must have obtained ALL of the above requirements or risk forfeiting my position to another eligible sport manager. <input type="checkbox"/>	
OTHER:	List any other relative course(s) or certification(s) obtained in a listing by title and date obtained.
DESIRES:	List any leadership education, professional development or other relative opportunities in which you may be interested in taking. <i>[I.e - Apprenticeships, Certifications, Conferences, Training; Sport-specific/Multi-sport, etc.]</i>
REFERENCES:	Please list two references: 1) from either a league, club or organization and 2) from a parent/guardian or community member to verify your skills and abilities. <i>[Family and ISWO staff are not eligible references]</i> <i>[Details Required: First & Last Name, Primary & Alternative Contact Number, Email Address]</i>
Please provide the address and name of your local police station that corresponds with information from two pieces of accepted valid identification. <i>[i.e. - driver's license, status card, birth certificate]</i> <i>[For purpose of a letter that may be provided to obtain reference checks as the requesting organization]</i>	

F. DECLARATION – STATEMENT OF UNDERSTANDING

I understand and agree that submitting this application form does not automatically register me as a sport manager, and that there are certain qualifications I must meet. If selected, I will provide ISWO with the appropriate reference checks requested. By submitting this form, I attest that the information I have provided is true and accurate. I am aware that this application submission is for purposes of my possible participation in a quality sport leadership position during North American Indigenous Games which will take place on July 15-23, 2023 in Halifax, Nova Scotia.

_____ Date: ____/____/____
Signature of Applicant *dd / mm / yyyy*