



## CALL FOR TEAM MANITOBA SPORT MISSION STAFF

Working with Team Manitoba's experienced core leadership group, volunteer Mission Staff will provide support over the next year and a half to ensure that all aspects of Team Manitoba's preparations are in place for peak podium performances and a successful 2021 Canada Summer Games. This is a tremendous opportunity to make a significant contribution to Manitoba's sport delivery system.

We are advertising to fill our sport Mission Staff positions.

Sport Mission Staff are the primary link working directly with an assigned sport(s) to meet Team Manitoba's Pre-Games and Games-time requirements and provide support for Team Manitoba's Committees.

Interested candidates should possess the following attributes:

- Willingness to make a strong 11-month commitment to the program and devote full time attention to games time requirements
- Ability to function in a fast-paced multi-faceted environment for extended periods with limited down time
- Knowledge of the sport delivery system, high performance sport
- Experience as a volunteer, preferably in sport
- Strong interpersonal, communication and customer service skills
- Strong organizational, problem solving and multitasking skills
- Ability to work independently and as a supportive team player
- Valid driver's license

Mission staff positions are non-paid positions however as a volunteer you will be provided with reimbursement of approved expenses for use of personal vehicle, cell phone, Games time accommodations, meal allowance, Team Manitoba clothing and other Mission Staff benefits.

Should you have any questions or require more information about Mission Staff roles, responsibilities and commitment, please contact Pat Kirby.

Patrick Kirby  
Chef de Mission  
Team Manitoba  
(204) 926-8353 (Bus)  
(204) 797-6226 (Cell)  
[pat.kirby@sportmanitoba.ca](mailto:pat.kirby@sportmanitoba.ca)



## TEAM MANITOBA SPORT MISSION STAFF APPLICATION

2021 Canada Summer Games  
Niagara, Ontario  
August 6-21, 2021

### PERSONAL INFORMATION

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

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

City/Province: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of Employer: \_\_\_\_\_ Position: \_\_\_\_\_

### SPORTS BY PHASE

Phase 1 (August 6 - 14, 2020)	Phase 2 (August 14 - 21, 2020)
Baseball	Athletics
Basketball - Female	Basketball - Male
Beach Volleyball	Box Lacrosse - Male
Box Lacrosse - Female	Canoe Kayak
Cycling - Mountain Bike	Cycling - Road
Rowing	Diving
Sailing	Golf
Soccer - Male	Rugby Sevens - Female
Softball - Female	Soccer - Female
Swimming	Softball - Male
Tennis	Indoor Volleyball (M)
Triathlon	Indoor Volleyball (F)
Wrestling	



## MISSION STAFF MEETINGS

All Mission Staff are required to attend two events. We will focus on team building, educate all staff on their Roles, Responsibilities and Expectations and will provide the most up-to-date Host Society information.

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|--------------------------|----------------------|
| 1. Mission Staff Retreat | November 6 & 7, 2020 |
| 2. Mission Staff Retreat | May 7 & 8, 2021      |

## SPORT MEETINGS

Sport Manitoba will assign Mission Staff applicants to one sport per week based upon their sport experience and skill set. Mission Staff should have ongoing communications with their sport's Coaches/Managers, they will be the liaison between Sport Manitoba and their sport.

The Individual Sport Meetings will be coordinated by the Sport Manitoba Games Staff and will include Mission Staff, Coaches & Managers as well as a representative from the Provincial Sport Organization (PSO).

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|--|-----------------------|
| 1. Coach/Manager/PSO/Mission Staff     | December 1, 2020      |
| 2. Individual Sport Meeting            | January - March, 2021 |
| 3. Individual Sport Meeting            | April - June, 2021    |
| 4. Parent Meeting (once team is named) | May - July, 2021      |
| 5. Coach/Manager/PSO/Mission Staff     | July 22, 2021         |

## WEEK OF THE GAMES

It is Sport Manitoba's vision to create a dynamic mission staff team. We welcome single and double week applications. ***Please indicate your availability below.***

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|---|------------------------------|
| <input type="checkbox"/> Week One and Two | August 5 to August 22, 2021  |
| <input type="checkbox"/> Week One Only    | August 5 to August 14, 2021  |
| <input type="checkbox"/> Week Two Only    | August 14 to August 22, 2021 |

## POST GAMES

Sport Manitoba always wants to receive feedback on how we did and what we can do to improve the program. An online survey will be required to be completed and those selected we have identified our post Games wind-up to say Thanks!

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|-----------------------------|----------------------|
| ● Mission Staff Evaluations | DUE: August 31, 2021 |
| ● Mission Staff Wind-up     | September 10, 2021   |



## SPORT BACKGROUND

Please outline your experience in **sport** and all provincial, national or international **multi-sport Games** or major **sport competitions** with which you have been involved as an athlete, coach, manager, official or volunteer.

Year	Sport / Games / Competitions	Position / Role

Please expand on your **sport** involvement (from information above).

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## GENERAL

Outline your experience and involvement as a volunteer in any **non-sport events**.

Year	Event	Position / Role



Please provide any education or training background that supports your involvement as a volunteer.

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What personal attributes do you possess that you feel will contribute to the success of Team Manitoba's mission staff?

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What personal skills do you have that could assist Team Manitoba? (social media, media relations, video, photograph, event planning, team building, etc....)

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Are you bilingual?  Yes  No

Do you have a valid driver's license?  Yes  No

**I understand the time requirements outlined within this application and will attend all required meetings/events/activities.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Note: All successful applicants will be required to complete Sport Manitoba's screening procedures including Criminal Record Check and Child Abuse Registry Check.*

Please submit all applications to Pat Kirby ([pat.kirby@sportmanitoba.ca](mailto:pat.kirby@sportmanitoba.ca)) by **May 29, 2020**