



# **TRACK AND FIELD / ROAD RUNNING CROSS COUNTRY**

## **Provincial Team Head Coach Duties**

### RESPONSIBILITIES OF PROVINCIAL TEAM HEAD COACH

- A. Communicates program information to athletes, coaches, parents, Athletics Manitoba
- B. Coordinate Team and Staff
- C. Schedules and chairs team and coaches meetings
- D. Be aware of the proper protest procedure (sport and games specific)
- E. Write appeals and protests
- F. Liaison with Athletics Manitoba, meet organizer, Chief de Mission, Mission Staff, Office Staff, Managers and Team Captain
- G. Makes final decisions in consultation with Team Coaches with respect to discipline, scratches and overall team preparation
- H. Chaperone and ensure appropriate behavior of team members while at the competition
- I. Delegates duties to team coaches
- J. Provides monthly updates to the office on team preparation and cc the office on all communications
- K. Receives pre-approval for all expenditures from the office
- L. Attends Award Banquets
- M. Attends meetings as requested
- N. Works with Athletics Manitoba staff in the development, management and reporting of team planning, evaluation and budget.
- O. Enter and/or confirm entry of Manitobans / Provincial Team with Team Manager and Represents team at scratch meeting.
- P. Report to the Executive/Director of Athletics Manitoba on outstanding performances, results, including team scores, disciplinary actions, budget expenses and recommendations
- Q. Responsible for all decisions made regarding the team, individual athletes, support staff and budget concerns while travelling
- R. Ensure appropriate behavior of team members while at the competition
- S. Promote a positive image of Manitoba
- T. Endeavour to create an atmosphere wherein the athletes have an enjoyable and rewarding experience
- U. Submit a post competition report to Athletics Manitoba within 60 days of returning from the competition

### ACCOUNTABILITY

The Head Coach is responsible to the Executive of Athletics Manitoba for the accomplishment of his/her mandate and conduct

### ROLE

The role of the Head Coach is to ensure the successful preparation, participation and performance of the athletes in the competitions and related activities.

It is expected that the Head Coach will project a very positive image and be an outstanding ambassador for both the sport of athletics, and the province of Manitoba,

Under the leadership of the Head Coach each team member of Team Manitoba should demonstrate:

- Good Sportsmanship
- Spirit of Fair Play
- Co-operation
- Friendship
- Respect for Other People's Rights



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