



Canadian Baton Twirling Federation

La Fédération Canadienne de Baton Sportif

Canadian Contingent Team Manager Program

Purpose: To have a Team Manager accompany the Canadian Contingent to the 2020 WBTF World Championships in Italy.

Objective: To create a program that benefits and supports our participating athletes attending the WBTF World Championships.

Benefits: The benefits to having an official Team Manager are:

- ❖ An additional resource that will work with the CBTF Contingent Coordinator with the many activities required to organize and prepare the Contingent during the months leading up to departure
 - Schedule and reserve practice gym facilities with the host country
 - Collect information from Contingent members as required (for example, Health Certificates, Athlete Information Sheets)
 - Organize Contingent dress code, including practice clothing, tracksuits and crests
- ❖ To lead the Contingent while in-country:
 - Organize the Team Canada Welcome Reception and Final Wrap-Up parties
 - Organize and lead a variety of team-building exercises (such as the Secret Pal Program)
 - Update the Message Board daily with important information before and during the competition
 - Schedule and lead daily meetings
 - Conduct Contingent practices
 - Be responsible for “competition time management” duties
 - Organize the Team for opening and closing ceremonies
 - Be knowledgeable about the hotel, athletic facility, and surrounding area
- ❖ To assist the athletes during competition
 - The official music attendant
 - Provide First Aid if necessary
 - Provide treatment of injuries, including physical therapy, if qualified and certified

Job Description: See separate attachment

Requirements: Provinces are requested to contribute all or a portion of the funds raised from seasonal Toonie Tosses, Twirl-A-Thons, or other dedicated fund-raising events. This program requires the financial cooperation of all athletes attending the WBTF event. The athletes are responsible for providing any additional funding required to include the Team Manager as part of the Canadian Contingent.

Logistics: CBTF will be engaging one team manager, who will be responsible for the World Championships and travel with the contingent, and funded as is usual. The Team Manager will be financially supported by the contingent member athletes through their athlete surcharge, less any fundraising undertaken by the athletes, provinces, or otherwise. CBTF will consult with the team manager for specifics and budget on travel and accommodation in consultation with the manager. If any clarification is required, please contact Joanne Moser at president@cbtf.ca.