



Manager Roles and Responsibilities for 2025 Canada Summer Games

- Team manager(s) are recommended by the Head Coach and Executive Director and ratified by the Saskatchewan Athletics Board of Directors
- Team manager(s) must have a strong background in the sport of athletics, and have strong organizational skills and leadership
- Team manager(s) will work closely with the Sask Athletics office and the Sask Games Council prior, during and after the games.
- Team manager(s) will assist with events leading up to the games (selection trials, team orientation, tri-province meet, etc)
- Team manager(s) must be present and assist with the selection meeting
- Team manager(s) must attend all staff and team meetings
- During the games, the team manager(s), as appropriate, is responsible for:
 - Liaison between Team Sask mission staff and team members
 - Communication with team members regarding information obtained from Team Sask (transportation, accommodation, meals, closing ceremonies, etc)
 - Communication with team members about team meetings, and any other information that is applicable
 - Assist with team clothing distribution and sizing adjustments (with help from team mission staff)
 - Distribute competition numbers to athletes
 - Helping with team meetings
 - Manage any press conferences, and/or media requests
 - Communicating and upholding the Sask Athletics code of conduct (<https://www.saskathletics.ca/code-of-conduct>), Team Sask Code of Conduct, and the Canada Summer Games code of conduct
 - Protests (in conjunction with the head coach)
 - Handing in relay declaration (in conjunction with the head coach and event coaches)
 - Accompany the head coach (and any applicable event coaches) to the technical meeting and help make any notes that need to be relayed to the team
 - Coordinate any medical care (in conjunction with Team Sask medical liaison)
 - Promote a positive image of Saskatchewan
- As a result of a violation of a Code of Conduct, the team manager(s), with the head coach, any applicable event coaches, if applicable the Chef de Mission for Team Sask, and if applicable the executive director shall decide on the disciplinary action
- The team manager(s) must submit in a report to the Sask Athletics office within fourteen (14) days after the event
- Be supportive and great cheer leaders for all Saskatchewan athletes
- Additional duties as assigned by the head coach and/or executive director
- The team manager(s) are responsible to the head coach