

**CALL FOR WOMEN'S SENIOR NATIONAL TEAM  
MANAGER APPLICATIONS**



**A. BACKGROUND**

The Women's Sector of the Canadian Lacrosse Association is accepting applications for the position of Manager for the Canadian Senior Women's Lacrosse Team that will compete at the IFWLA World Cup in Prague, Czech Republic, June 18-27, 2009.

This volunteer position will last from the time of appointment to the conclusion of the World Cup in 2009, or as otherwise stated by the CLA.

All applications with supporting documentation should be received no later than 5:00 pm on February 29, 2008.

**B. POSITION DESCRIPTION**

1. The duties of the team manager relate primarily to the administration, communication, financial and logistical management of the National Team;
2. With regular roles and responsibilities prior to, during and following all training and competition events, the manager is there to provide support to the team and its members and to ensure that conditions are optimal for peak performance;
3. The manager will work closely with the Team's Coaching Staff, the Director of National Team Programs, and the CLA office staff;
4. National and International travel is required.
5. The position of manager is unpaid, but reimbursement will be made for reasonable expenses, including but not limited to travel, accommodation and meals for National Team activities.

**C. SKILLS AND QUALIFICATIONS**

Demonstrated Organizational Skills

1. previous (positive) managerial experiences
2. knowledge of planning and executing tours
3. previous involvement in international competitions
4. high level of personal organization and efficiency
5. conscientious, very hard-working.

### Communication Skills

1. pleasant, personable, approachable
2. good rapport with potential team members
3. effective written and verbal communication skills
4. positive interactions and effective liaison on behalf of the Canadian team

### Personal Qualities

1. sound judgement
2. resourcefulness/initiative
3. trustworthy/personal integrity
4. enthusiasm/motivator
5. other relevant skills/experiences/intangibles

## **D. SELECTION PROCESS**

1. The call for applications for Manager will be:
  - a) sent to all CLA Provincial Member Associations
  - b) sent to all Women's Sector contacts
  - c) posted on the CLA and National Team websites.
2. All complete applications received on or before **February 29, 2008** will be considered part of the "selection pool." Applications will be forwarded to the National Team Committee for review and selection. The successful applicant will be notified via email of their appointment, and the announcement will be communicated via the regular communication channels.

## **E. SUBMISSION OF APPLICATIONS AND GENERAL ENQUIRIES**

- a) For a complete job description
- b) For additional details about the National Team Program
- c) To submit your application and supporting documents (by Friday, February 29<sup>th</sup>, 2008 at 5:00 pm)

### **Contact:**

Joanne Stanga  
Director, National Team Programs  
Women's Sector, Canadian Lacrosse Association,  
83 Rougehaven Way,  
Markham, ON L3P 7W5  
H: 905-471-7400 W: 905-787-7947  
jstanga@rogers.com

## F. APPLICATION FORM

1.  I wish to be considered for the position of Manager for the 2009 Women's Senior National Team.

### 2. Personal Information:

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

Address: \_\_\_\_\_  
Street City Prov/St. Postal/Zip Code

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

Telephone: \_\_\_\_\_  
Home

\_\_\_\_\_ Business

\_\_\_\_\_ Cell

### 3. Application Requirements:

Please attach the following with this application form:

- a) A letter of application outlining the following:
  - Your reasons for making an application to this position.
  - Team management experience at the local, provincial, national or international level (list event description, dates, roles & responsibilities, etc.)
  - Personal attributes that you bring to the position
  - Other relevant information.
- b) Two (2) letters of reference which provide candid comments on your qualifications and abilities to fulfil this role.
- c) A resume may also be attached (optional).