

# Coach Application – Arctic Sports



Alberta's Northern Sport Development Coach Selection Committee is seeking two Arctic Sports coaches, 1 male and 1 female, that reside north of the 55<sup>th</sup> parallel. These positions are volunteer, and the coaches will be part of Team Alberta North participating in the 2026 Arctic Winter Games, March 7 – 15, 2026 in Whitehorse, YK.

Full role and responsibilities are attached. Successful candidates will demonstrate the following:

- Knowledge and technical expertise of the Arctic Sports events and the importance of the cultural traditions associated with Arctic Sports
- Enthusiasm and interest in Arctic Sports and working with athletes
- Ability to meet all time commitments and perform all roles and duties in Coach Responsibilities
- Operate independently and as part of a team

## Coach Training Minimum Requirements

### ▪ National Coaching Certification Program (NCCP)

- Must be evaluated with NCCP Make Ethical Decisions
- Completed the NCCP Aboriginal Coaching Module
- **By September 30, 2025:**
  - Be fully Certified under the National Coaching Certification Program in any sport to at least Competition Introduction or Competition Development Trained.

OR

- Have completed a minimum of one [competition introduction multi-sport module](#) by the application deadline and complete one more prior to **March 1, 2026**.
  - Basic Mental Skills
  - Teaching and Learning
  - Planning a Practice
  - Design a Basic Sport Program
  - Nutrition

Those interested in applying for a position are asked to be familiar with the **Coach Responsibilities** and submit the following **by September 30, 2025**, to Jennifer Luzia.

- a. Application form
- b. Resume
- c. One reference letter (i.e., a letter of support from your community affiliated to Arctic Sports or current volunteer affiliation)

### **Attention: Jennifer Luzia**

Northern Sport Development Coach Selection Committee  
Suite 500, 10055 106 Street  
Edmonton, Alberta T5J 1G3  
Email: Jennifer.luzia@gov.ab.ca

All applications must be received by, **September 30, 2025**. Short interviews will be held the week of October 13, 2025.

*Successful candidates will be required to have completed and submitted the following by November 10, 2025.*

- *Complete Coaching Association of Canada SafeSport Training and/or Respect in Sport for Activity Leader.*
- *Criminal record and vulnerable sector check valid within three years of the Games (after March 13, 2023).*

## Coach Role and Responsibilities

As a member of Team Alberta North, you will be an ambassador for Alberta at the 2026 Arctic Winter Games. You will abide by all rules and regulations, including the Code of Conduct and will be responsible for ensuring your athletes abide by the Code of Conduct, while competing for Team Alberta North.

### **Pre Games**

- Become familiar with the Arctic Winter Games and Team Alberta North rules and guidelines, including the Arctic Sports Technical Package, athlete eligibility, Code of Conduct, athlete profiles, registration, etc.
- Attend the selection event for Arctic Sports on: **November 28 & 29, 2025 – Slave Lake\***
- Assist with the selection of the Arctic Sports teams to represent Team Alberta North
- Ensure that individual and team registrations are completed accurately by **January 24, 2026**.
- Attend one Team Alberta North coach and Sport Coordinators Meetings in December 2025.  
(Grande Prairie – December 2 (TBC) or Fort McMurray – December 4 (TBC))
- Attend one Team Alberta North Staging event with Arctic Sports Team  
(Grande Prairie – February 10 or Fort McMurray – February 13, depends where majority of team resides)
- Attend the Team Alberta North Arctic Sports training event. **Date and location TBC, will be added on to one of the Team Alberta North Staging events in February 2026**
- Ensure plans for athlete's travel to training, staging and departure for Games is in place with proper supervision.  
\* Costs for travel to the Team Alberta North events will be reimbursed.

### **At the Games**

- Attend the Games **March 7-15, 2026** (travel days included). Travel to and from Games with Team Alberta North.
- Attend coaches/technical meetings, Games evaluation meetings and provide updates to your assigned Mission Staff.
- Ensure your athletes compete to the best of their ability throughout the games.
- Be responsible for the conduct of your athletes, including their adherence to the Team Alberta North and 2026 Arctic Winter Games Host Society rules and code of conduct.

### **Post-Games**

- Ensure plans for athlete's travel back to their communities with proper supervision are in place.
- Complete a post games questionnaire/report.
- Follow up on any matters resulting from the Games.

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**2026 Arctic Winter Games  
Volunteer Coach Application Form**  
**Please attach Resume, paragraph responses and reference letter**

Name:	E-mail:
Address:	City:
Postal Code:	Phone: (Cell.):
Phone: (Res.):	NCCP #:
Please attach your NCCP transcript. It can be accessed at <a href="https://thelocker.coach.ca/access/account/public">https://thelocker.coach.ca/access/account/public</a>	

**1. Please indicate any past Arctic Sports related coaching experience and how this would make you a strong candidate for this position:**

**2. Please indicate any volunteer experience(s) and position(s): (please list all levels, i.e. regional, provincial, national)**

**3. Please list the events in which you have participated as an athlete, coach, official or administrator:**

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**4. What interests you about being a Arctic Sports coach as part of Team Alberta North?**

**5.. What is the cultural impact of Arctic Sports and the Arctic Winter Games?**

**Interview Preferences (Please indicate your top 3 choices – 1,2,3)**

October 14, 2025 (PM)			October 15, 2025 (PM)			October 16, 2025 (PM)		
4:30 – 5:00	5:00 – 5:30	5:30 – 6:00	4:30 – 5:00	5:00 – 5:30	5:30 – 6:00	4:30 – 5:00	5:00 – 5:30	5:30 – 6:00

\_\_\_\_\_  
Signature

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Date