



Cross Country NWT

2027 Canada Winter Games

Coach Selection Policy

This policy sets out the process used by Cross Country NWT (CCNWT) to select coaches for Team NT at the 2027 Canada Winter Games (CWG) (Feb 27-March 5) in Quebec City.

1. COACHING TEAM COMPOSITION

The coaching team will be comprised of four (4) coaches as follows:

Coach (x2)
Team Manager
Wax Technician

If there are female athletes on the team, one of the coaches must be female. If there are male athletes on the team, one of the coaches must be male. The Coach Selection Committee shall designate one Head Coach and one Assistant Coach from applications for Coach position. The Wax Technician may be considered a Coach-in-training position, designed to be a developmental position. It may be filled by an NWT individual who is attending post-secondary education outside of the NWT, thereby potentially unable to attend CWG athlete selection events.

2. ELIGIBILITY

If CCNWT's Volunteer Head Coach position is filled as per the Head Coach (a Volunteer position) Selection Policy, this Head Coach will have first right of refusal for the 2027 CWG Head Coach position.

It is expected that all members of the Coaching Team will attend Canada Winter Games selection races and training camps. If unable to attend due to extenuating circumstances, this shall be pre-approved by CCNWT.

All Team Staff are encouraged to complete the Canada Games Coaching eLearning module available in The Locker (under Multi-sport).

Head Coach

At a minimum, the Head Coach must:

- Be certified at Nordiq Canada NCCP Competition Coaching Development (CCD). The coach must be so certified not later than 90 days before the opening of the Games (by November 20, 2026);
- Provide leadership to athletes and other coaches following the Long Term Athlete Development Plan and Coach Development Pathways;

- Demonstrate strong skills as a ski coach, including leadership and effective communication and team building skills;
- Demonstrate strong ski technique;
- Demonstrate strong knowledge of waxing techniques and current regulations;
- Demonstrate capacity to mentor more junior level coaches;
- Actively coach at T2T level (High Performance youth) for a minimum of three years prior to selection; and
- Have previous experience which includes coaching a ski team at out-of-territory events.

Assistant Coach

At a minimum, the Assistant Coach must be:

- Nordiq Canada NCCP Competition Coaching Development (CCD) trained. The coach must be so trained not later than 90 days before the opening of the Games (by November 20, 2026).
- Actively coaching for a minimum of two years;
- Demonstrate strong ski technique;
- Demonstrate strong skills as a wax technician;
- Actively coach at L2T level (Track Attack youth) for a minimum of two years prior to selection;; and
- Have previous experience which includes coaching a ski team at out-of-territory events..

Team Manager

At a minimum, the Team Manager must:

- Have completed the Community Coach workshop;
- Demonstrate the ability to ski;
- Possess some waxing experience or be willing to learn how to wax skis;
- Demonstrate skill in managing athletes who may have a wide range of skiing experience, ability, qualifications, knowledge, and skills; and
- Demonstrate strong organization and communication skills.

Wax Technician

At a minimum, Wax Technician must:

- Demonstrate competence in glide and grip waxing of cross country skis for competitions under a variety of snow and weather conditions;
- Demonstrate an ability to ski;
- Have completed Nordiq Canada NCCP Community Coach Coaching Certification;
- Have previous experience as a ski coach or athlete.

3. COACH SELECTION PROCESS

The CCNWT Board has the authority to select the coaching team for Canada Winter Games.

A Coach Selection Committee shall be appointed by the Board from within the CCNWT membership. The Coach Selection Committee must be free from actual and perceived conflict of interest. Where conflict of interest may exist, committee members must identify the conflict and excuse themselves from selection decisions. Parents of athletes, or other individuals deemed by CCNWT to have special interest in the coach selection process, are not permitted to be members of the Coach Selection Committee.

The Coach Selection Committee shall select a Head Coach, an Assistant Coach, a Team Manager and a Wax Technician to attend Canada Winter Games. The Coach Selection Committee reserves the right to select coaches from outside the pool of applicants at its discretion.

CCNWT Board reserves the right to remove a coach if, in its estimation, the coach is not sufficiently preparing the athletes for the Canada Winter Games, or if the Board determines other legitimate reasons for removal exist. The decision of the CCNWT Board in such matters is final and the Board will communicate the reasons for removal to the coach in writing.

Coaching team members must submit a criminal record check (with vulnerable sector) completed in the previous 12 months to the CCNWT Board, and are required to sign a contract with CCNWT which outlines role and responsibilities.

Canada Winter Games Coaches must complete Making Ethical Decisions (MED) training (NCCP Make Ethical Decisions | CAC (coach.ca)).

Coaching team members must agree to adhere to and advance CCNWT's Safe Sport Policy Suite.

Consideration will be given to applicants from all communities. The Coach Selection Committee will prioritize applications from well-qualified coaches with experience at ski races as an athlete or coach.

4. REPLACEMENT of COACHES

If a coach or team manager is unable to fulfill their commitment, CCNWT will appoint a qualified individual to fill the position based on the recommendation of the Selection Committee.

Appendix A: Duties of Coaching Team

Duties of the **Head Coach** will include but are not limited to:

- Development of athlete training plan for two ski seasons prior to the Canada Winter Games;
- Participate in Canada Games Athlete selection committee;
- Oversee all aspects of team coaching during the Canada Winter Games, including wax testing, training schedule, etc;
- Attending coaching meetings;
- Liaise with Canada Winter Games mission staff and host officials;
- Coordinate and attend Canada Winter Games selection races and training camps
 - Participate in the Canada Winter Games athlete selection committee*;
 - Delegate responsibilities to the other coaching/manager staff, as required.

Duties of the **Assistant Coach** will include but are not limited to:

- Lead warm-up and cool-down ski routine with athletes;
- Assume support and coaching responsibilities for community skiers at the Canada Winter Games athlete selection races and training camps;
- Attend Canada Winter Games athlete selection races and training camps
 - Participate in the Canada Winter Games selection committee*;
 - Assume the role of the head coach, as required.

Duties of the **Team Manager**, will include but are not limited to:

- Liaise between Sport North and the Canada Winter Games organizers
 - Be responsible for all logistics and administration prior to and during the Canada Winter Games;
 - Be the key point of contact for communication between athletes, coaches and Sport North. The manager will develop and maintain a distribution list of all athletes and coaches, sharing information in a timely fashion to keep athletes up to date on Canada Games process and deadlines;
- Attend at least one Canada Winter Games selection race or training camp*.

Duties of the **Wax Technician**, will include but are not limited to:

- Assume all aspects of waxing, including testing wax, testing skis, repairing skis & bindings and waxing skis for all designated events at the Canada Winter Games;
- Take direction from the Head Coach in the monitoring and maintenance of all team wax and equipment.

** The two Coaches and Team Manager will represent the Athlete Selection Committee. Members of the coaching team who are parents of potential skiers may not participate on the Athlete Selection Committee.*

Reference:

[Canada Games Council Games Policy and Procedures - Coach Certification Policy](#)
[CCNWT Safe Sport Policy Suite](#)

