



TERMS OF REFERENCE 2027 CANADA WINTER GAMES TEAM ONTARIO ASSISTANT COACH

These Terms of Reference establish the scope of work, responsibilities, eligibility requirements, and expectations for the Team Ontario Assistant Coach position for the 2027 Canada Winter Games biathlon program. The Assistant Coach will support the BiON 2027 Canada Winter Games Team Head Coach in athlete development, training delivery, competition support, supervision, and operational execution throughout the preparation and competition phases leading to and including the 2027 Canada Winter Games.

Position Overview

The Team Ontario Assistant Coach will support the Team Ontario biathlon program through the final preparation phase and competition period for the 2027 Canada Winter Games. The role includes athlete support, training delivery, race support, logistical coordination, and operational assistance during all identified training camps, selection trials, and competition events.

Eligibility Requirements

- Qualified, at a minimum, as an NCCP Biathlon Competition Development Trained coach.
- Currently registered as a coaching member in good standing with Biathlon Canada.
- Demonstrated experience coaching athletes within a competitive biathlon environment.
- Ability to travel and attend all required camps, competitions, and meetings associated with the Canada Winter Games program.
- Submission of a current Police Record Check with Vulnerable Sector Screen prior to appointment.
- Completed the necessary NCCP eLearning modules in:
 - SafeSport Training
 - Understanding the Rule of Two,
 - Making Headway in Sport,
 - Creating a Positive Sport Environment
- Valid Class G License, and PAL license

Duties and Responsibilities

The Team Ontario Assistant Coach will support the BiON 2027 Canada Winter Games Head Coach and will be responsible for the following duties and responsibilities:

- Support athletes in training and provide race support as directed by the BiON 2027 Canada Winter Games Head Coach at training camps and the Canada Winter Games.

- Create practice plans where required.
- Run practices and lead training groups during training camps.
- Provide effective feedback to athletes during training camps and competitions.
- Provide reporting, data collection, video analysis, and related performance support as requested by the BiON 2027 Canada Winter Games Head Coach.
- Supervise biathletes and volunteers during designated events.
- Participate in event meetings, team meetings, and athlete debriefs as directed by the BiON 2027 Canada Winter Games Head Coach.
- Implement team zeroing protocols as directed by the BiON 2027 Canada Winter Games Head Coach.
- Support implementation of waxing protocols during the Canada Winter Games.
- Support the BiON 2027 Canada Winter Games Head Coach by providing information required to complete event reporting requirements to the BiON VP Technical.
- Prepare, perform, and submit written athlete performance debriefs as directed by the BiON 2027 Canada Winter Games Head Coach.
- Assist with logistics planning and execution of events as directed by the BiON 2027 Canada Winter Games Head Coach.
- Perform other tasks as directed by the BiON 2027 Canada Winter Games Head Coach.

Required Program Participation

- Canadian Eastern Championships, Feb 2027
- 2027 Canada Winter Games.

Reporting and Accountability

The Assistant Coach shall report directly to the BiON 2027 Canada Winter Games Team Head Coach. The Assistant Coach is expected to maintain professional conduct, uphold the policies and procedures of Biathlon Ontario and Biathlon Canada, and ensure athlete safety and welfare throughout all program activities.

Term of Appointment

The appointment shall remain in effect for the duration of the 2027 Canada Winter Games preparation and competition cycle, unless otherwise terminated or amended by Biathlon Ontario.