



Call for Applications: 2027 Canada Winter Games Team Manager

April 21, 2025

Dear Skate Canada PEI Members,

The 2027 Canada Winter Games are fast approaching, and Skate Canada PEI is seeking an interested individual to fill the role of Team Manager. Interested applicants must be current Skate Canada members in good standing. The 2027 Canada Winter Games will be held in Quebec from February 26th to March 15th, 2027. Figure Skating is generally scheduled for the second week of the Games.

Team Manager Responsibilities

- Assist in the Training Team selection process.
- Assist in planning, scheduling, and execution of training sessions.
- Attend all training sessions.
- Accompany the team to identified competitions (e.g., Standard of Performance event, Fall 2026 competition, etc.).
- Assist with the final team selection.
- Attend the 2027 Canada Winter Games.
- Maintain accounting and reporting functions, including preparing funding applications, paying subcontractors, preparing budgets, and submitting annual reports to the PEI Canada Games Council.
- Perform other duties as determined from time to time by Skate Canada PEI.

In accordance with Canada Games guidelines, all Canada Games staff positions are volunteer and cannot be financially compensated.

If you are interested in the Team Manager position for the 2027 Canada Winter Games, please submit a resume and cover letter in confidence by **July 5, 2025** to:

Dingding Liu

Skate Canada PEI Executive Director

skatecanadapei@gmail.com

Thank you for your interest. We look forward to another successful Canada Winter Games!

Regards,

Amy MacMillan,

Section Chair

Skate Canada PEI