

Memorandum

To: 2011 Canada Winter Games Sport Coordinators
Sport and Recreation Organizations
Interested Individuals

Date: December 14, 2009

From: Pat Lechelt
Team Alberta Chef de Mission
2011 Canada Winter Games

**Re: Mission Staff Applications
2011 Canada Winter Games**

Team Alberta is seeking energetic and enthusiastic individuals to participate as Mission Staff for the 2011 Canada Winter Games being held February 11 – 27, 2011 in Halifax, NS. The Canada Games is our nation's largest amateur multi-sport event and plays a prominent role in developing some of Canada's premier athletes.

The Mission Staff has a key role as members of Team Alberta acting as a liaison between individual sports and all components of the Canada Games organizational structure. Up to 15 Mission Staff members representing a blend of volunteers and professional staff from a wide cross section of the sport and recreation community in Alberta will be selected. Mission Staff members are volunteers who do not receive payment for their services or compensation for time off work. Meals, accommodation and transportation to and from the Games will be provided. Mission Staff are required to attend all mission meetings and must be available for the inclusive duration of the Games. A brief overview of specific qualifications and responsibilities is enclosed along with the application form.

We are asking for your assistance in distributing the enclosed application (please copy as necessary) to anyone within your organization who may be qualified and interested in becoming a member of Team Alberta's Mission Staff for the 2011 Canada Winter Games. The Mission Staff application is also available on our website at www.teamalberta.org

Applications including a resume and a letter of support must be received by **Wednesday, March 31, 2010.**

If you have any questions or require any additional information, please don't hesitate to contact me at (780-422-8309, pat.lechelt@gov.ab.ca) or Scott Fraser, Assistant Chef de Mission (780-422-8310, scott.c.fraser@gov.ab.ca).

Enclosures

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