



## ***2017 Prospects West Team***

### **Swimmer & Coach Selection Procedure**

<b>Tour Dates:</b>	2017 Prospects West Camp    Alberta, British Columbia, ManSask May 22 to 28 <sup>th</sup> , 2017
<b>Camp Dates:</b>	May 23 to 28 <sup>th</sup> , 2017
<b>Location:</b>	Vancouver, British Columbia – UBC Pool & 2017 Mel Zajac International Meet
<b>Team size:</b>	6 or 8 athletes – Ideally 3 or 4 females and 3 or 4 males but will take more of one gender if necessary to fill the team. Depending on athlete selection depth, Swim Manitoba may send less than 8 athletes. <ul style="list-style-type: none"><li>• <b>Females born 2002</b> or later</li><li>• <b>Males born 2001</b> or later</li></ul>
<b>Coaching Staff:</b>	2 – One Lead and One Development - selected 1 Male & 1 Female
<b>Team Manager:</b>	1 – Male required by April 12, 2017
<b>Selection Period:</b>	July 1 <sup>st</sup> to August 7 <sup>th</sup> , 2016 – Long course results only March 1 <sup>st</sup> to April 24 <sup>th</sup> , 2017 – Long course results only

**NOTE:** Manitoba and Saskatchewan participate as a combined team. Saskatchewan will select their own 6 to 8 swimmers and Manitoba will select our own 6 to 8 swimmers for a combined team of 14 to 16 swimmers.

**Team Notification:** Swimmers and coaches nominated to the team will be notified by email of their nomination for selection on Tuesday April 25, 2017 by 4:00 pm. There will be a 24 hour RSVP window to confirm participation on the team. **The official Prospects West Team will be announced on the SMB website on or before April 27, 2017 by 4:00 pm.**



## **I. Eligible Swimmers**

- i. Only swimmers whose names have been pre-submitted by their coach to Swim Manitoba by Wednesday April 12, 2017 by 4:00 pm will be eligible for selection.
- ii. To be eligible a swimmer **MUST** be fully qualified for the 2017 Canadian Junior Championships in the age group in which they are selected to the 2017 Prospects West Team. (i.e. Their CJC age group as of April 24, 2017) The top 3 events will be considered.
- iii. To be eligible for selection, a swimmer must acknowledge in a prescribed form that he or she is aware of, and agrees to be bound by Rules of Conduct for members of Provincial Teams put in place by Swim Manitoba (SMB). The swimmer's parent or guardian must provide this acknowledgement. Copies of the Rules of Conduct are available upon request to the SMB website.  
This is a maintain fitness and race preparation event.
- iv. Swimmers must be members in good standing with SNC, SMB and their home clubs.
- v. This is a training camp and a swim through competition and requires 100% commitment to all scheduled programming with strict adherence to the code of conduct
- vi. Swimmer's age shall be determined by year of birth:
  - Females born 2002 or later
  - Males born 2001 or later
- vii. Coaches and swimmers will each sign and submit a "coach of record" document prior to April 25<sup>th</sup>, 2017.
  1. This document must clearly state the swimmers Coach that is responsible for coaching on a daily and ongoing basis.
- viii. Swimmers and Coaches **NOT** wishing to stand for selection **MUST** advise SMB\* by email on or before **April 20, 2017**, prior to the start of final selection period.

**\*All Level 2 and 3 trained coaches may submit an email stating availability if selected for Prospects West**



## II. Swimmer Selection Procedure:

- a. To be eligible for selection the swimmer's time for that particular selected scoring swim, must be equal to, or faster than, the **2017 Canadian Junior Championships time standard for that event.**
  - i. Long Course FINA Point Charts as per the Swimming Canada website will be used for selection purposes to determine ranking for team compliment.
- b. The goal of these selection criteria is to select up to 4-6 swimmers per gender; however, SMB reserves the right to fill any unselected spots with next highest ranked eligible swimmer(s) of the opposite gender.
- c. The final selection procedure as outlined will be followed by the SMB selection committee consisting of:
  1. The SMB Executive Director
  2. The SMB Technical Director or appointee
  3. The SMB Competition Committee Chair
  - i. This process will be used to select both male and female swimmers.
  - ii. Swimmers LCM results must include one (1) Olympic event to be considered in this selection procedure and that FINA score to be based upon 2017 Canadian Junior Championships standard in that Olympic Event.
  - iii. The 3 highest FINA point scores, added up, will be ranked and selected for all eligible swimmers, regardless of event.
  - iv. In the event of a tie, only the single highest FINA score (Olympic events) for each swimmer will be used.
  - v. If, after April 24, 2017 the team size of 8 swimmers is not met the selection committee may fill the team compliment based upon the next 3 highest FINA point scores in Olympic events, added up and ranked.
    1. Should there be a tie in FINA point scores
    2. If the tie exists prior to the selection of the fourth place swimmer, then the tied swimmers will be added to the team up to the eighth place spot.
    3. If there is a tie for the fourth and final spot, then the swimmer with the next highest FINA point scoring swim will be selected for that spot.
    4. If the swimmers are still tied, the next highest FINA point scores will be used, in a regressive manner, until a winner can be determined.
    5. Once the team has been named, should an athlete turn down selection, or become medically unable to perform, or otherwise deemed not in good standing; the next highest ranked eligible swimmer will be selected.



### **III. Swimmer Responsibilities:**

- a. Swimmers selected will be required to pay a travel fee to attend this event. Selected swimmers will be invoiced. This fee is used to help cover the coaches and chaperones costs as well as help offset the overall costs of the trip so that SNM may continue to offer opportunities like this. Cost will be \$600.00 per athlete and must be paid in full prior to departure date of tour team.
- b. Swimmers selected to this team will be expected to have their coach sign off on their attendance and training performance. Athletes who do not have their coach sign off on their agreement will be removed from the team and pay any monetary penalties that SMB incurs because of late removal (i.e. airline cancellation fees, accommodations, entry fees etc.).
- c. Swimmers selected to this team are required to report all illnesses or injuries after being selected until time of departure. The Executive Director of SMB reserves the right to refuse athlete participation if they are unable to participate or perform fully and select a replacement as per section II, (b) 3&4.
- d. Should a swimmer, after selection to the team, be deemed “not in good standing” as defined by the SMB Bylaws, then SMB reserves the right to remove that swimmer from the team and select a replacement as per section II, (b) 3&4.

### **IV. Coach Selection**

- a. Coaches will be selected to the team based off of their swimmers’ performances.
  - i. The certified coach with the highest scoring swimmer by FINA points will be named Lead Coach for this tour.
  - ii. The Mentored Coach who applies for a professional development opportunity by April 12, 2017 will be named to the team by the selection committee,
    1. The Mentored coach , if possible, be the opposite gender of the Lead coach
    2. In the event of multiple applicants and or a tie, a FINA point system will apply to the results for each coach’s best performing swimmer.
- b. All Coaches MUST meet minimum certification requirements to be eligible for selection
  - i. Lead coach must be fully certified Age Group level 2 or higher & have a current Respect in Sport certificate.
  - ii. Mentored coach must be trained Age Group level 2 & have a current Respect in Sport certificate.



- c. The Mentored Coach criteria is as follows:
- i. The rationale for this coaching position is to facilitate coach mentorship/development.
  - ii. This coach will be selected through an application process by the SMB selection committee.
  - iii. All coach applicants must meet the selection criteria in section IV b.
  - iv. A coach will be selected based on written submission / application to SMB outlining how they see this opportunity benefitting their own professional development. The Mentored / Development coach will be exposed to Technical Experts from the western provinces and perform is expected to participate fully including session preparations and delivery.
  - v. All submissions will be held in confidence.
  - vi. The decision of SMB in such a case will be final.
  - vii. If any coach, after selection resigns, or is otherwise deemed ineligible to participate by SNC, SMB, CSCTA, MSCA, CCES, CAC, Sport Manitoba or their affiliates, he or she will be replaced with a newly selected coach, of the same gender.
- d. If a full complement of coaches cannot be selected using the above criteria, SMB reserves to right to appoint/select coaches as needed to fill the team compliment.

## **V. Coach Responsibilities**

- a. As a condition of selection, all coaches must agree to travel round trip with the team and participate in all team activities and duties related to this tour. This is a maintain fitness and race preparation event.

## **VI. Appeals**

- a. Appeals will be handled as per the SMB appeals policy dated June 2010, copy is available on the SMB website with the following exceptions:
- i. Appeals will only be considered if there was deemed to be a procedural or technical error in selection.
  - ii. Swimmers, or Coaches, will have 1 day April 25, 2017 to file an appeal, in writing, to the President of Swim Manitoba.

## **VII. Tour Manager**

- i. Coaches please notify your membership that SMB is accepting submissions for an experienced Manager/Chaperone by application by **April 12, 2017 4:00 pm**. Please remit application to: [swim@sportmanitoba.ca](mailto:swim@sportmanitoba.ca)
- ii. Tour Manager / Chaperone must be 25 years or older and have a valid current Canadian driver's license. Tour Manager/Chaperone is required to drive the rental vehicle with athletes and coaches from the Prospects West Camp.
- iii. 2017 Tour Manager/Chaperone must be male (Opposite gender of SK Manager/Chaperone)



Tentative Itinerary as of March 23, 2017

- May 22<sup>nd</sup>, 2017      Morning departure from Manitoba for Vancouver, BC  
Arrive in Vancouver and shuttle to UBC Campus.  
Team Dinner with all Prospects West athletes and coaches  
Prospects West athlete and coach's meeting
- May 23<sup>rd</sup>, 2017      Camp Day # 1 Race Simulation  
RaceTek Analysis & Review with Group Coach  
AM and PM Training Session
- May 24<sup>th</sup>, 2017      Camp Day # 2 Race Simulation  
RaceTek Analysis & Review with Group Coach  
AM and PM Training Session
- May 25<sup>th</sup>, 2017      Camp Day # 3 Race Simulation  
RaceTek Analysis & Review with Group Coach  
AM and PM Training Session
- May 26<sup>th</sup>, 2017      Camp Day # 4 Mel Zajac Competition Camp  
RaceTek Analysis & Review with Group Coach
- May 27<sup>th</sup>, 2017      Camp Day # 5 Mel Zajac Competition  
RaceTek Analysis & Review with Group Coach
- May 28<sup>th</sup>, 2017      Camp Day # 6 Technical Development Training Session with Group Coach  
Team Toba athlete and coach debrief  
Depart Vancouver for Manitoba

Questions regarding athlete, coach, or chaperone selection may be directed to SMB [swim@sportmanitba.ca](mailto:swim@sportmanitba.ca)

Sincerely,  
Mark Fellner, Executive Director, Swim Manitoba  
Mark Fellner, Provincial Technical Director, Swim Manitoba



**2017 Prospects West – Team Manitoba**

Lead Coach and Mentored Coach Position Application Form

This form must be received by Swim Manitoba no later than **Wednesday, April 12th, 2017 4:00 pm.**  
 Submit completed form via email to: [swim@sportmanitoba.ca](mailto:swim@sportmanitoba.ca)

Because these duties may be above the normal roles and responsibilities of the applying coach, forms will only be accepted if they are endorsed by both the applying coach and the President/Board Member/Head Coach of the club. If a Head Coach is applying for this position, their letter must be supported by a Board Member. If this form is not received, then the coach will not be eligible for selection. This is a maintain fitness and race preparation event.

Name of Coach: \_\_\_\_\_ Name of Club: \_\_\_\_\_

NCCP CC# \_\_\_\_\_ NCCP Level \_\_\_\_ Trained \_\_\_\_ Certified \_\_\_\_

Current age range and performance level of athletes this coach works with: Ages: \_\_\_\_\_

Athlete Performance Level     Junior Provincial Athletes                       ManSask Qualified Athletes  
 Check all that apply             Eastern/Western Athletes                       CJC Qualified Athletes  
     CSC Qualified Athletes                               CDN Trials Qualified Athletes

Reasons why coach wishes to attend 2017 Prospects West as Mentored Coach:


All applications will be reviewed by the SMB Selection Committee.  
 Only one applicant will be selected as Lead Coach and one as Mentored Coach and notified of selection.

Coach Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
 Endorsing Member Name (printed)

\_\_\_\_\_  
 Endorsing Member Signature

\_\_\_\_\_  
 Endorsing Member Position in Club



**Coach of Record Verification Form**

Swim Manitoba Coach of Record Statement: The intent of the Coach of Record designation is to ensure that Swim Manitoba is selecting coaches who have a direct and daily coach / swimmer relationship and who can be considered responsible for a swimmers performance. Therefore, a swimmer must be in a program 30 consecutive days prior to a selection competition to affect a Coach of Record status.

The Coach of Record Application form must be submitted at the time designated in the selection criteria. The Coach of Record Form must satisfy the selection criteria to be an eligible coach.

**Please list all swimmers you consider eligible for selection to 2017 Prospects West Tour**

**Competition:** 2017 Prospects West Tour

**Club:**

1. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature:
2. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature:
3. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature:
4. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature:
5. Swimmer's Name:	Coach of Record Name:
Swimmer's Signature:	Coach's Signature: