



# Chef-de-Mission Application Form

## 2019 Baseball Canada National Championships

A copy of this form is to be completed by Chef-de-Mission Applicants and returned to Baseball PEI prior to 4 pm on Wednesday, 3 April 2019.

### 1. PERSONAL INFORMATION

NAME: \_\_\_\_\_ DOB: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

### 2. CHAMPIONSHIP(S) YOU ARE APPLYING FOR:

- Baseball Canada Cup (Regina, SK: 7 – 12 August 2019)
- Baseball Canada National 13U Championships (Woodstock, ON: 22 – 26 August 2019)
- Ray Carter Cup (Baseball Canada National 15U Championships; Oshawa, ON: 22 – 26 August 2019)
- Baseball Canada National 16U Girls Championships (Bedford, NS: 22 – 26 August 2019)
- Baseball Canada National 18U Championships (London, ON: 15 – 19 August 2019)
- Baseball Canada National Atlantic 13U Championships (Nova Scotia: 12 – 15 September 2019)

### 3. CHEF-DE-MISSION EXPERIENCE

<b>Experience as a Chef-de-Mission at a Baseball Canada National Championship</b>	
<i>Season</i>	<i>National Championship</i>
<b>Additional Notes:</b>	

<b>Experience as a Chef-de-Mission at a National Championship for Another Sport</b>	
<i>Season</i>	<i>National Championship and Sport</i>
<b>Additional Notes:</b>	

<b>Experience as a Player, Coach and/or Manager in Baseball</b>		
<i>Season</i>	<i>Player/Coach/Manager</i>	<i>Accomplishment</i>
<b>Additional Notes:</b>		

**4. EDUCATION**

Please identify the highest level of education that you have attained:

High School: \_\_\_\_\_

College: \_\_\_\_\_

University: \_\_\_\_\_

Other: \_\_\_\_\_

**5. REFERENCES**

<b>REFERENCES</b>			
Applicants are required to identify the names and phone numbers of a total of 3 references.			
<i>Name of Reference</i>	<i>Relationship</i>	<i>Phone Number</i>	<i>How long have you known this individual?</i>

## 6. RESUME

\*Please feel free to attach a sheet if the amount of space provided is not large enough.

## 7. NOTES

- The Chef-de-Mission's role is to be the team's representative – appointed by and answerable to Baseball PEI – to Baseball Canada, the Baseball Canada representative at the National Championship, and the Championship Host Committee at a National Championship.
  - o Aspects of this role include:
    - Meet with the team two weeks prior to the National Championship to introduce yourself and review all Baseball PEI rules for teams at National Championships
    - Ensure a Provincial Team Code of Conduct is signed by all players, parents, coaches and managers and returned to Baseball PEI prior to the National Championship
    - Travel with the team (unless the National Championship is driving distance)
    - Represent the team at the National Championship Pre-Tournament Meeting
    - Attend each of the team's games at the National Championship
    - Along with one member of the coaching staff, inspect all of the players' rooms prior to players entering them, and inspect all of the players' rooms after the players leave them at the end of the National Championship
    - Along with one member of the coaching staff, do a room check of each room at a pre-determined time each night while at the National Championship
    - If one/more players are suspected of breaking the Code of Conduct, conduct an investigation immediately. If one/more players are found to have broken the Code of Conduct, suspend them immediately and contact the Executive Director and President of Baseball PEI immediately
    - Within one – two weeks upon the conclusion of the National Championship, submit a report to the Board of Directors of Baseball PEI
- The Chef-de-Mission will have all of his/her transportation covered (if driving, gas will be reimbursed upon the submission of receipts. If flying, his/her flight will be covered), his/her hotel room covered, and be given a per diem of up to \$45 per day for food, upon the submission of receipts.