**Nova Scotia 55+ Games Society**

**National Games (CSGA)**

**Committee**

Members: Bob Macleod, Terry Gilroy, Brian Richardson

Objectives: Identify Director/Coordinator for NS team

Create timelines following NS Games to attend CSGA Games

To identify and establish a process for registering NS 55+ participants for the CSGA Games

First Steps Upon receiving NS 55+ most current membership list, initiate a bulletin identifying when and where next CSGA Games are being held.

Identify Team Coordinator to all potential participants and eligibility criteria.

Create timelines/deadlines for eligible participants.

Provide detailed information on registration process.

Identify Hotels selected by Host Committee for NS Team.

Announce procurement process for obtaining NS Team shirt(s).

Prepare second bulletin announcing benefits of participating at CSGA Games i.e. Opening/Closing Ceremonies, banquet, entertainment, transportation, etc while at Games.

Value of having a Team Meeting upon arriving at Games.

Coordinator to provide updates throughout registration process and as necessary up to commencement of Games.

**Team Coordinator**

This responsibility/position might require the following:

* Being familiar with both Provincial and National Events lists - quotas
* Reasonable knowledge of each event, rules, etc
* Understanding the importance of communication with potential participants
* Familiar with Registration procedures/practices
* Importance of identifying and meeting timelines/deadlines
* Procure team shirts
* Procure NS pins and flags
* Experience/knowledge of having attended both Provincial and CSGA Games
* Recognition of eligibility criteria
* Ability to liaise with Host Committee

**CSGA ONSITE RESPONSIBILITIES**

* Conduct onsite pre-games team meeting
* Enthusiastically promote team spirit
* Share contact numbers in the event, transportation issues arise, games credentials go missing, etc
* Co-ordinate team for opening ceremonies parade