



TEAM CANADA CHEF DE MISSION QUALIFICATIONS AND JOB DESCRIPTION

General Description:

The Chef de Mission (Chef) is the volunteer lead of the Canadian Team attending the Commonwealth Games.

The Chef works closely with the Commonwealth Sport Canada (CSC) Team Canada 2026 Director in the development, execution and evaluation of related strategies and plans. Particular emphasis for the Chef is in the role of inspiration and support for the athletes, coaches and mission staff to perform to their best.

The Chef serves as one of the primary spokespeople for the Canadian Team and represents the Team and CSC with a variety of partners and stakeholders including but not limited to governments, national sport federations, performance partners (such as Own the Podium), the host organizing committee and its partners', the Commonwealth Games Federation and its Association members.

The Chef models the values and operating principles of CSC and of Canadian sport as evidenced by their actions, both when functioning in the role of Chef and by their normal everyday actions.

Qualifications:

Essential:

- Canadian citizen or landed immigrant status
- Demonstrated commitment to athletes and coaches, and to creating an environment within which athletes and coaches can perform to the best of their abilities
- Commitment to significant time and travel associated with the role
- Proven leader, high energy, inspirational and relatable figure for athletes and coaches to look up to
- Demonstrated ability to build and motivate high performance teams, effectively exercise sound judgment, plan and organize, communicate in all capacities of the role, perform with poise and confidence in challenging (possibly crisis) situations, and work well in a team environment.
- Other essential skills include resilience, flexibility, diplomacy, problem solving, managing in an ambiguous environment, handling stress and frustration, positivity, creativity, finding the right channels to get things done



Preferable:

- Bilingual in both of Canada's official languages
- Previous Commonwealth Games or international games experience
- Linkage to Commonwealth Sport Canada preferable
- Knowledge of CSC strategic framework, policies, issues

Specific Responsibilities (Pre-Games, Games, Post Games):

1. Represents and speaks at official functions and meetings as one of the key Team representatives
2. Provides strategic leadership and focus to the Canadian team, in conjunction with the CEO and Team Canada 2026 Director
3. With the Team Canada 2026 Director, develops a strong leadership group to manage the Canadian team mission
4. Assists the Team Canada 2026 Director in the execution of games planning and ensures the effective resolution of human resources and related issues
5. Supports CSC in developing and maintaining effective partnerships with various stakeholders namely:
 - a. NSO's – athletes, coaches, managers, other performance staff
 - b. Domestic performance partners and stakeholders like the Government of Canada, Own the Podium, AthletesCAN, Coaches of Canada, etc.
 - c. International – Host Organizing Committee, the Commonwealth Games Federation, High Commission office, and member country team leadership
6. Ensures support, with the Team Canada 2026 Director, for Sport Teams dealing with any protests during the Games
7. Maintains a positive relationship with the media and represents (with the CEO and Team Canada 2026 Director) the Canadian Team in the event of any incidents
8. Liaises with CSC officials and NSO VIPs on site as appropriate
9. Prepares a final report for presentation to the CSC Board and membership. It will also be included as part of the Team Canada 2026 Director overall post Games report
10. Assists the Team Canada 2026 Director in the coordination of all team events, including pre-games briefing sessions with Team coaches, managers and mission staff, staging, press conferences, etc.
11. Supports and contributes to the development and implementation of the broader CSC Mission
12. Performs other duties as required from time to time throughout the duration of the organization of the Games and Team

Reporting:

Reports to the CEO and Team Canada 2026 Director