



swimnl@sportnl.ca

Swimming Newfoundland and Labrador (SNL) Provincial Travel Team Chaperone

Swimming Newfoundland and Labrador is seeking a Chaperone(s) for the SNL Provincial Travel Team to the Dr. Ralph Hicken Invitational (Mississauga), April 30 – May 4, 2026.

Criteria:

- Must be an active member in good standing with Swimming Newfoundland and Labrador
- Must have an adequate amount of personal time to perform the obligations of a Chaperone satisfactorily.
- Must be familiar with the sport of swimming.
- Must have experience as a chaperone with team travel.
- Must be willing to work as a part of the Manager, Coach, and Chaperone team to create a safe, fun, and positive experience for the swimmers.
- Willing to participate in Safe Sport Training as required, implementing those practices and others as outlined by the Head Coach.
- Must be willing to submit a criminal record screening and Vulnerable Sector Check by the Royal Newfoundland Constabulary and/or Royal Canadian Mounted Police
- Minimum age – 25 years due to car rental requirements
- Valid Driver's License

Overview:

- Required to travel with the team to competitions.
- Work with the Team Manager to ensure that proper registration procedures and travel documents are completed fully and that all participants meet the eligibility requirements.
- Maintain a close liaison with the Team Manager and SNL Executive Director on all Provincial Team matters, informing Head Coach of any breaches of the code of conduct or concerns for the well-being of any member.
- Know, understand, and adhere to all policies for the position as per the Swimming NL Policy Manual. Assist Team Members with understanding expectations as outlined.
- Attend all Provincial Team meetings required.
- Assist the Team Manager in keeping parents/guardians and athletes fully informed on all matters relating to the Provincial Travel Team
- The number of swimmers selected for a travel team will determine the number of Chaperones needed; therefore, Swimming NL may select more than one applicant for this position.



- For those selected, all travel and accommodation will be included, and a meal per diem is provided.

During Competition:

- Supervise athletes and are responsible for their conduct, before, during, and immediately after the meet, including during travel to and from the competition.
- Is responsible for meal and snack planning during the swim competition as outlined by the Head Coach. The Chaperone will assist with this as agreed upon by the management team.
- Follows the communication plan developed with the Team Manager and Head Coach for all communications to swimmer families regarding any swim updates from the competition.
- Is responsible for securing the swimmer's travel documents and medications as required by athletes.
- Is required to accompany any swimmer, in the event of an emergency or medically urgent situation, to the hospital or medical clinic.
- Is required to drive a rental vehicle to help in transporting swimmers to the competition venue, to the hotel, and to any planned activities.
 - For rental agreements, it is required by the rental company to have a credit card
- Report Code of Conduct violations to the Head Coach and the SNL Executive Director

Please email expressions of interest outlining your experience and how you would contribute to the Swimming NL Provincial Travel Team to:

Corina Hartley
Executive Director
swimnl@sportnl.ca

Application Deadline is March 24, 2026