

SPC APPLICATION PROCESS FOR MAJOR GAMES

SPC Application Process Checklist: Please utilize this checklist to ensure all aspects of your application are complete. SPC strives to put forward top ranking applications and this list is designed to ensure you don't miss any information.

- ✓ Download the following documents:
 - **SPC GAMES APPLICATION FORM.** Hit "enable macros" so you can easy tab through the fields. Note if you have previously applied for a games opportunity utilizing this form you can update your most recent form. SPC staff are happy to send a copy of your most recent application.
 - **SPC SCORING GRID.**

- ✓ Save your application as an attachment labeled: last name, first name- Title of Games

- ✓ Indicate on the top of the application form what position you are applying for.
The options are:
 - Core Health Science Team Therapist
 - Core Chief Therapist

- ✓ Check that your application form is TYPED and completed IN FULL. Do not send your resume or CV as it has not been requested by the organizing committee. ONLY the information in the games application form will be used- we will not use any additional documents so please complete all sections of the application.

- ✓ The scoring guide has been provided to assist you in completing your application. The SPC staff (games@sportphysio.ca) are happy to answer any questions on filling out the application.

- ✓ The application form **must be received by email to (games@sportphysio.ca) at the SPC National Office by the respective deadline date;** forms which arrive after the posted date will under no circumstance be viewed as eligible for the current Game(s) application(s).

- ✓ Once submitted SPC will acknowledge receipt of your application by email within 24hrs.

- ✓ A 3-person selection committee independently score each application against the scoring grid. A ranked list of all eligible applicants is provided with your application form to the games organizing committee.

- ✓ Note: SPC does not have control over timing of selections. SPC submits applications by the end of March to the Canadian Olympic Committee. All further communication and deadlines are established by the COC.

- ✓ **APPLICATION DEADLINE: 11:59pm Eastern February 18, 2019**
All applications must be submitted directly to SPC by email (games@sportphysio.ca)

- ✓ Please E-mail your Application Form with the following subject line:
"Chief and Core Games Application- 2019 Parapanamerican Games"
OR
"Core Games Application- 2019 Parapanamerican Games"

- ✓ Please save your application as an attachment labeled: **last name, first name**