

**Letter of Agreement between  
Cross Country BC and Adam Elliot  
April 1<sup>st</sup> 2018 – March 31<sup>st</sup> 2019**

**For Contracting a Coach for the BC Development Squad Program**

**Job Description**

1. **Position Title.** BC Development Squad Coach
2. **Reporting Structure.** The BC Development Squad Coach reports to Cross Country BC Provincial Coach for the duties outlined in this contract.
3. **General Scope of Responsibilities.** To provide coaching support for the BC Development Squad and Okanagan Regional Camp Programs.
4. **Specific Responsibilities.** The specific responsibilities are:
  - a. **lead the following BC Development Squad camps:**
    - Spring Camp May 2018
    - Haig Glacier Camp #2 July 2018
    - Summer Camp Aug 2018
    - Fall Dryland Camp Sept 2018
    - Whistler Snow Camp Nov 2018
  - b. **organize and lead two Teck Okanagan Regional Camps:**
    - Fall Dryland Camp Sep 7-9 2018
    - Snow Camp Nov 16-18 2018
    - Meet the program guidelines as outlined in Cross Country BC's 2018 Regional Camp Program Guidelines (distributed by email).
  - c. **provide required data pertaining to the BC Development Squad and personally coached CSI-Pacific targeted athletes, for CCBC's Athlete Monitoring Chart and related funding agency reports**
  - d. **provide required personal data for CCBC's Performance Indicators for Coaches Chart and related funding agency reports**

## **Compensation**

The following constitutes the Contractor's complete compensation package:

- The Contractor will be paid a flat fee of \$11,500 + GST, paid in monthly instalments of \$958.34 + GST on the last day of each month, beginning April 30<sup>th</sup> 2018 and ending March 31, 2019.
- The Contractor will be reimbursed for travel and administration expenses actually and properly incurred by him in connection with his duties as per the CCBC Cost Reimbursement Policy.
- The Contractor shall be bound by and shall show fidelity to Cross Country BC's reputation, rules, directives, regulations, policies and employees.

## **Contractor Information**

Name: Adam Scott Elliot

Address: 2755 Guidi Rd. West Kelowna BC  
V1Z 2K3

Business Number: 83278 8186 RT0001

Phone Number: 250 859 8464

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement on the date April 1, 2018.

SIGNED, SEALED AND DELIVERED

**CROSS COUNTRY BC**

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Name: Wannes Luppens

**Contractor**

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Name: Adam Elliot