



Board of Director Nominations

June 3, 2024

As per our current bylaws, the following positions are up for election: 3 Directors at Large, including a Board Treasurer, and the Athlete Representative. Board members will be elected at the Annual General Meeting on June 24, 2024 for a two-year term.

Please see the resumes & cover letters for the following applicants:

For Athlete Representative

- Anders Evanson

For Director at Large Position

- Serena Moar
- Kelly Bogle
- Chris Sundholm

Anders Evanson
Phone: 587 586 3553
Email: andersevanston06@gmail.com

June 2, 2024

Re: Nordiq Alberta, Athlete Representative, 2024-25 season

Dear Nordiq Alberta Board;

I am applying for the Nordiq Alberta Athlete Representative. I believe that I would be a great representation of my athlete community as well as someone who can represent Nordiq Alberta well because of my history with the sport in Alberta and across Canada.

I have been an honours student for all three years of high school as well as an elite level cross country skier, training under Ivan Babikov for multiple years on Alberta Development Ski Team (3 years) and Alberta Ski Team (2 years). I am also a well rounded individual who plays a multitude of other sports including high school volleyball all three years, and participates in various extra curricular activities. I will start studies at the University of Calgary this fall, with aspirations to become a lawyer. Being on the Nordiq Alberta Board would be a wonderful learning opportunity towards my career goal.

Being in the Alberta Team system for 5 years now, as well as being a part of two different Alberta clubs and now at the national level with the World Cup Academy, I have gotten to know the ins and outs of this sport especially in Alberta. Given the fact that I race with many people that are on the team, and also know many of the people within the Nordic community, I feel that I can represent and relate to multiple populations within this community. I would like to be able to try to help Nordiq Alberta to the best possible program, while also having my own elite level aspirations in the sport.

Look forward to working with Nordiq Alberta in the capacity of Athlete Representative.

Yours truly,

Anders Evanson

Anders Evanson

Work and Sport Resume

Work and Volunteer Experience

Silver Spring Outdoor Pool, Calgary – Pool Concession Attendant

Summers 2019 – 2024 – Volunteer / Paid employee

- 2021 - Transitioned from volunteer to paid employee. General duties remained the same.
- Sell concession items, ensure concession area remains stocked and tidy.
- Assist lifeguards with miscellaneous tasks incl. COVID protocols and patron check-ins.

St Vincent De Paul School, Calgary – Grade 7 Flag Football Coach – Volunteer

Spring 2022

- Coached Grade 7 kids to learn the game of football; invited by my former teacher

Foothills Nordic Ski Club, Calgary – “Jack Rabbits & Bunnies” Coach

January 2021 - March 2022

- Coached cross country skiing for children aged 4-7
- Assisted with set up and take down of coaching area

Silver Springs Community, Calgary – Snow Shoveling and Summer Yard Work

Winter 2017 - Present

- Shovel snow for repeat customers, including volunteering for elderly neighbors
- Lawn mowing and yardwork for repeat customers.

Education

St. Francis High School, Calgary

September 2021 - Present

Currently I am completing grade 12. I have achieved honors or honors with distinction for every school year since grade 7. I have also completed 2 Advanced Placement courses. This has all been achieved while pursuing elite-level cross country ski racing. I have also been a student athlete in the school including as a volleyball player for all three years and track for grade 10 and 11.

To note: I completed my elementary school years in a French Immersion Program and then completed Alberta's Grade 12 French as a Second Language curriculum.

Post-Secondary

Fall 2024

I have been accepted to multiple university programs for Fall 2024. I have chosen to attend the University of Calgary, Environmental Science Program as a part-time student while training and racing with *The World Cup Academy*, Calgary.

Relevant training courses

- Cross Country Skiing Community Coaching – Coaching Assoc. Canada (2019)
- True Sport Clean: NextGen course– understanding competition manipulation (2023)

Anders Evanson, Calgary, AB; 587.586.3553; andersevanson06@gmail.com

- Bronze Cross Swimming Certification (2021); registered for lifeguarding course (2024)

Sport

Nordic Skiing

- *Nordiq Alberta Ski Team*, Athlete, 2023-24 and 2024-25
- *Canada Winter Games Team 2023*, 2nd Alternate.
- *Rossignol Elite Program*, Athlete, 2023-24 and 2024-25
- *Nordiq Alberta Development Ski Team*, 2021-2023
- *Alberta Winter Games*, participant/ medalist, 2018, 2020

Other notable sporting achievements

- *Alberta Summer Games*, participant/ medalist, 2018 - Mountain Bike
- Junior and Senior High School Track & Field, 800m, 1500m, 3000m, 400m relay
 - City Finals participant in high-school years
- Junior and Senior High School volleyball team all years
- Junior High School Badminton Team
- Junior High School Flag Football Team

Hobbies and Interests

Include:

- Downhill Skiing, Golf, Tennis, Outdoor Pursuits
- Music and performing arts.
 - Played Violin for eight years; played Clarinet and Oboe in junior high school band
- Local and international travel

May 26, 2024

Nordiq Alberta

To Whom It May Concern,

I am writing to express my interest in a Director at Large position with Nordiq Alberta. With a deep passion for cross-country skiing and extensive experience in program development, community outreach, and non-profit sector work, I am confident I can make a significant contribution to your organization during the two-year tenure.

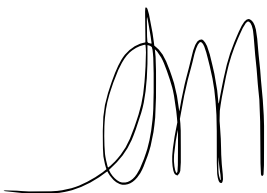
For the past two and a half years, I have been an integral part of Foothills Nordic Ski Club, serving first as the Jackrabbits Coordinator and now as the Programs and Coaching Administrator. These roles have equipped me with a comprehensive understanding of running successful programs. I have managed and organized programs for over 400 participants, ranging from Bunnies to Masters, including our Performance and High Performance Biathlon and Cross-Country teams. My responsibilities have included coordinating major events, supervising a large team of coaches, enhancing and developing programming, and ensuring a professional and inclusive environment for all participants, volunteers, and staff.

My commitment to the cross-country skiing community and proactive approach to program innovation make me an ideal candidate for the Director at Large position. I am dedicated to advancing the mission of Nordiq Alberta and eager to contribute my skills and experience to support and grow the organization. I am enthusiastic about the opportunity to collaborate with like-minded individuals to promote and develop cross-country skiing in Alberta.

Thank you for considering my application.

Sincerely,

Serena Moar

A handwritten signature in black ink, consisting of a stylized 'S' and 'M' connected together, with a long horizontal stroke extending to the left.

Serena Moar

serenamoar@gmail.com

(403) 836-8231

Skills

- Proficiency with Microsoft Products
- French as a Second Language
- Professional Photography Skills
- Agile Project Manager
- Excellent Public Speaking Skills
- Willingness to Collaborate
- Team Player
- Excellent Communication Skill
- Outgoing and Positive Attitude
- Experience with Zone4
- Experience with When I Work

Employment and Volunteer History

January 2024 - Present

Foothills Nordic Ski Club, Calgary, AB, Canada - Programs and Coaching Administrator

- Managed and organized diverse programming for over 900 participants, ensuring their safety, enjoyment, and development
- Supervised and mentored a team of more than 100 coaches, covering age groups from Bunnies to Masters, including our Performance and High Performance Biathlon and Cross-Country (XC) teams.
- Coordinated and executed major events such as races, fundraisers, and workshops, ensuring seamless operations and achieving set objectives.
- Developed and maintained effective communication channels with volunteers, families, and staff, addressing inquiries and providing constructive feedback to enhance program quality via email, TeamSnap, and other platforms.
- Ensured a professional and inclusive environment, enforcing adherence to rules and guidelines for participants, volunteers, and staff both on-site and online.
- Conducted comprehensive program evaluations, analyzing feedback from participants, volunteers, and staff to identify areas for improvement and guide future program development.
- Developed, updated, and enforced program policies and procedures to ensure consistency, fairness, and compliance with organizational standards.
- Managed logistics for equipment and supply procurement, ensuring the availability of necessary materials for all program activities.
- Recruited, trained, and supported volunteers, equipping them with the tools and resources needed to effectively assist with program activities and enhance overall program delivery.
- Fostered partnerships with external organizations and stakeholders, collaborating to enhance program offerings and secure additional resources.
- Monitored and ensured compliance with relevant regulations and safety standards, conducting regular reviews and updates to maintain a safe and compliant program environment.
- Provided leadership in program innovation, staying aware of industry trends and incorporating best practices to continuously improve program offerings and participant experiences.
- Facilitated professional development opportunities for coaching staff, organizing training sessions, workshops, and certifications to enhance coaching quality and effectiveness.

November 2022 - January 2024

Foothills Nordic Ski Club, Calgary, AB, Canada - Jackrabbits Program Coordinator and Coach Manager

- Managed and organized programs for over 400 participants, ensuring their safety and enjoyment during the activities.
- Managed a staff of more than 70 coaches ranging from Bunnies age to Track Attack age.
- Coordinated events such as races, fundraisers, and workshops, ensuring they ran smoothly and met their objectives.
- Communicated with volunteers, families, and staff about the program, answering questions, and providing feedback to improve the program via email and TeamSnap.
- Maintained a professional and online environment, ensuring all participants, volunteers, and staff adhere to the rules and guidelines.
- Completed budgeting tasks, such as tracking expenses, managing timesheets, reviewing
- Marketed the program to potential participants and volunteers, creating and distributing promotional materials and engaging with the community through social media and other channels.
- Evaluated the program's success and identified areas for improvement, using feedback from participants, volunteers, and staff to guide future program development.
- Developed and updated program policies and procedures to ensure participant consistency and fairness.
- Coordinated equipment and supply purchases, ensuring all necessary materials were available for program activities.
- Recruited and trained volunteers, providing the necessary tools and support to assist with program activities.

November 2021 - October 2022

VIVO Play Project, Calgary, AB, Canada - Community Outreach Specialist

- Created and maintained a community of practice with more than 20 active participants, resulting in increased engagement and participation in project activities.
- Designed and led community-based events and projects, including a successful health fair that attracted over 100 participants.
- Developed surveys and interviews to gather participant feedback and inform project planning and implementation.
- Managed project budgets and track expenditures, ensuring that project funds were used effectively and efficiently.
- Created government reports for the Public Health Agency of Canada, summarizing project activities and outcomes.
- Presented project updates to stakeholders, including funders, community partners, and project participants.
- Collaborated with other organizations and individuals to maximize the impact of project activities and initiatives.

May 2021 - August 2021

Northstar Residents Association, Calgary, AB, Canada - Play and Community Engagement Ambassador

- Advance the wider project goals alongside a team of trained volunteers and professional Play Ambassadors.
- Work collaboratively with the VIVO Play and NSRA Play teams to deliver Play Project 'actionable' and 'deliverables'.
- Worked as an agile project manager in an office and a community setting.
- Provide correct and accurate information to community members and stakeholders surrounding the VIVO Campaign and Project.
- Facilitate an unstructured/loose part play experience in communities across North Central Calgary.
- Bring the spirit of play to the NSRA, Panorama, and communities in Calgary, Alberta, and abroad.

- Help facilitate Play Ambassador Training; This includes set up, take down, and helping with lesson planning.
- Ensured that proper facility procedures and policies were followed when facility management was not on duty or unavailable.

May 2019 - October 2022

VIVO Play Project, Calgary, AB, Canada - Play Ambassador

- Advance the wider project goals alongside a team of trained volunteers and professional Play Ambassadors. The VIVO Play Project is on a mission to get families more active more often. Our facility aims to see a 10% increase in physical activity, spontaneous play, social connections, and intergenerational socialization.
- Work alongside the Gen H Play Team to deliver Play Project 'actionable' and 'deliverables'.
- Work as an agile project manager in both an office and a community setting.
- Provide correct and accurate information to community members and stakeholders surrounding the Gen H Campaign and Project.
- Facilitate an unstructured/loose part play experience in communities across North Central Calgary.
- Bring the spirit of play to VIVO and communities in Calgary, Alberta, and abroad.
- Help facilitate Play Ambassador Training; This includes set up, take down, and helping with lesson planning.
- Ensured that proper facility procedures and policies are being followed when facility management is not on duty or unavailable.

January 2020 - May 2020

Air Canada, Calgary, AB, Canada - Customer Relations Representative

- Receiving and placing customer service telephone calls.
- Maintaining customer relationships by handling questions and concerns with speed and professionalism.
- Resolving customer complaints, managing database records, and drafting status reports on customer service issues.
- Data entry and research as required to troubleshoot customer problems.
- Manage any 'post-travel-related issues.
- Issuing and processing refunds and compensation to passengers under various legal jurisdictions in North America and Internationally.
- Manage passenger reservations and use the Altea Reservations Desktop system seamlessly to ensure that all customers have a pleasant and enjoyable experience.

July 2019 - January 2020

VIVO for Healthier Generations, Calgary, AB, Canada - Gen H Instructor

- Connecting families across North Central Calgary to accessible and memorable experiences based out of our facility.
- Advance project goals - VIVO is on a mission to get families more active, more often. Our facility aims to see a 10% increase in physical activity, spontaneous play, social connections, and intergenerational socialization.
- Work as an agile project manager in both an office setting, and a community setting.
- Provide correct and accurate information to community members and stakeholders surrounding the Gen H Campaign and VIVO for Healthier Generations.
- Facilitate various experiences in an indoor setting and, in a community setting.
- Bring the spirit of play to VIVO and communities in Calgary, Alberta, and abroad.
- Help facilitate training; This includes set up, take down, and helping with lesson planning.
- Ensured that proper facility procedures and policies are being followed when facility management is not on duty or unavailable.

August 2019 - November 2019

United Way Calgary and Area, Calgary, AB, Canada - Program Coordinator for Project Inspire

- Support planning and coordination of a program and its activities
- Ensure the implementation of policies and practices

- Maintain budget and track expenditures/transactions
- Manage communications through media relations, social media etc.
- Help build positive relations within the team and external parties
- Prepare paperwork and order material
- Keep updated records and create reports or proposals
- Support the growth and program development

January 2019 - August 2019

VIVO for Healthier Generations, Calgary, AB, Canada - Guest Services Representative/Fitness Attendant (KEY HOLDER)

- Opened and closed the facility in a timely and professional manner.
- Ensured proper facility procedures and policies were followed when facility management was unavailable on duty.
- Resolves product or service problems by clarifying the customer's complaint; determining the cause of the problem; selecting and explaining the best solution to solve the problem; expediting correction or adjustment; following up to ensure resolution.
- Opened customer accounts by recording account information.
- Maintained customer records by updating account information.

August 2018 - January 2019

YMCA Calgary, Calgary, AB, Canada - Membership Services Representative

- Opened and closed the facility in a timely and professional manner.
- Ensured that proper facility procedures and policies are being followed when facility management is not on duty or unavailable.
- Resolves product or service problems by clarifying the customer's complaint; determining the cause of the problem; selecting and explaining the best solution to solve the problem; expediting correction or adjustment; following up to ensure resolution.
- Opened customer accounts by recording account information.
- Maintained customer records by updating account information.

May 2015 - September 2018 *Rehired in 2016, 2017, and 2018 for excellent work with the Team.

YMCA Calgary, Calgary, AB, Canada - Summer Camp Counsellor

- At least 1-2 years of experience with childcare, teaching or camp counselling is required.
- CPR certification is preferred.
- Proven track record of superior organization and multitasking.
- Excellent interpersonal skills.
- Must be able to participate in potentially strenuous physical activity.
- Demonstrated skills in conflict mediation

October 2015- May 2018

Indigo Books and Music INC., Calgary, AB, Canada - Customer Experience Representative

- Resolves product or service problems by clarifying the customer's complaint; determining the cause of the problem; selecting and explaining the best solution to solve the problem; expediting correction or adjustment; following up to ensure resolution.
- Maintained customer records by updating account information.

Education

September 2015 - May 2018

William Aberhart High School, Calgary, AB, Canada - High School Diploma

August 2018 - Present

University of Calgary, Calgary, AB, Canada - Bachelor of Arts Majoring in Gender and Sexuality Studies

Certifications

- **Play Ambassador Training Levels 1-3 - 2018-2021**
- **Standard First Aid and CPR-C -2022**
- **WHIMIS Training - 2022**
- **Certification in VIVO Play Ambassador Training - 2019**
- **Conflict Resolution Training - 2019-2021**
- **Alexander Rutherford Scholarship - 2018**

Kelly Bogle, Red Deer Nordic Ski Club

I started cross country skiing in my 20's in Calgary and then moved to Medicine Hat where it was very challenging to find enough snow to ski! In 2000, we moved to Red Deer where there was more reliable snow or at least we were closer to the mountains to find some snow!

After enrolling our kids in the Jackrabbits program, I have been participating and helping with promoting and facilitating the sport of skiing in Red Deer. Various roles in the club were as Jackrabbit coordinator, vice president, president and currently as Mountain Tour chair.

I received my Level 1 and 2 official certifications in January of 2011 and started out by being the Chief of Competition for the Bob Johnstone Loppet in Red Deer. I completed my Level 3 officials' certification in March of 2017 in Canmore. Since that time, I have volunteered in an official capacity with Westerns, World Para Nordics, World Masters, World Cup, Canada Winter Games, Alberta Winter Games, Arctic Winter Games, AB Cups and the Special Olympics.

I was part of the group of people who worked on upgrading our ski trails at River Bend and developing the timing building for the 2019 Canada Winter Games.

I plan to ski and promote skiing for as long as possible.

Chris Sundholm
(780) 790-9033
ctsundholm@icloud.com

Hello Kyla

I am writing to express my interest in becoming a Nordic Alberta-Board member. As a passionate individual with a deep commitment to making a positive impact in the skiing community, I am excited about the opportunity to contribute my skills and dedication to your organization.

With a background in coaching for over 30 years, being a Chartered Professional coach, President of the Ptarmigan Ski Club and volunteering for various non-profit organizations, I have developed a strong understanding of the importance of community engagement and the power of collective action.

In my previous coaching and volunteer roles, I have gained valuable experience in project coordination, event planning, and community outreach. These experiences have equipped me with excellent organizational and communication skills, as well as the ability to work effectively in diverse teams. I am confident that my skills and passion for social impact make me a great fit for a board position with Nordic Alberta.

In closing, I am confident that my education, coaching background, passion for sports, and dedication make me an ideal candidate for this role. Thank you for considering my application.

Sincerely,

Chris Sundholm