

Instructor	Orientation & Training	Scheduling & Wood Gundy	Promotion/Recruitment New Clients & Team Building
Ang Nadler (WG)		х	
Cathe Egan	х	х	x
Christine Helpard	х		x
Don Bracken			x
Janet Saunderson			x
Jody MacDonald		x	
Lorraine Aitken			x
Rachel Gallagher			x
Sarah Suttmoller			x
Steve Latta	Х		

Training / Orientation:

- Orientate new VISAS Nordic Instructors to the overall VISAS program & Mt Washington
- Organize pre-season & mid-season training that includes:
  - Review of Nordic ski basics and teaching steps
  - Review of adaptive skills for blind, sitski, autism & cognitive issues, other disabilities

Scheduling / Wood Gundy (Joint committees with 2-3 members):

- Organize Snowline bookings for Nordic students with Nordic instructors
- Work with Snowline technical team to improve booking process
- Work with the Wood Gundy (WG) adaptive Nordic committee to streamline WG registration
- Coordinate with Strathcona WG Coordinator (SWGC) repotential clients for adaptive Nordic
- Coordinate with SWGC to ensure teachers, EA, or parents receive VISAS Nordic package
- Ensure required documentation for VISAS program is in place before school days

Promotion / Recruitment of New Adaptive Nordic Clients / Team Building / Communication:

- Identify potential new adaptive Nordic clients, (outside of WG), and related organizations
- Market via email, phone, word-of-mouth, presentations, etc., the VISAS Nordic program
- Enhance the overall VISAS Nordic instructor team experience throughout the season thru engagement, socials, and communication