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## MEMORANDUM

To: District Coordinators  
From: Crystal Hiibner, Executive Director  
CC: Derek Hlewka  
Date: September 26, 2025

**Subject: 2026 Saskatchewan Winter Games District Coordinator Roles & Responsibilities**

Dear District Coordinators:

I would like to take this opportunity to thank each of you for the time and dedication you contribute to 5-Pin Bowling in your districts. The role of District Coordinator is vital to the success of our athletes and programs, and the impact of your efforts does not go unnoticed. Your commitment as volunteers is deeply appreciated, and I look forward to working alongside you in this capacity.

We are excited to announce that the **2026 Saskatchewan Winter Games** will be held in **Meadow Lake / Flying Dusty First Nation**, with the competition taking place exclusively from **February 15<sup>th</sup> -18<sup>th</sup>, 2026**.

Outlined below are the roles and responsibilities of the District Coordinators. Please feel free to reach out to me if you have any questions or further clarification.

### **Executive Director**

Name: Crystal Hiibner  
Phone: 306-780-9412  
Email: [bowling@sasktel.net](mailto:bowling@sasktel.net)

### **Provincial Technical Liason**

Name: Derek Hlewka  
Phone: 306-763-3177  
Email: [pareccentre@sasktel.net](mailto:pareccentre@sasktel.net)

The 5-Pin Bowling Technical Package is available on the Sask Games website: [www.saskgames.ca](http://www.saskgames.ca)

- Click on 2026 Winter Games
- Choose Sports - Bowling - Sport Tech Package

Please find attached the District Coordinators & Coach/Manager Roles & Responsibilities guide for your reference. This document provides detailed information on roll-offs, participation, registration, coach/manager selection, and volunteer requirements.

Thank you again for all you do to support 5-Pin Bowling and the athletes in your districts. Your commitment helps create meaningful and memorable opportunities, and we are grateful to have you as part of our team.

Sincerely,

*Crystal Hiibner*

Crystal Hiibner  
Executive Director

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# BOWLING FEDERATION OF SASKATCHEWAN

## District Coordinators & Coach/Manager Roles & Responsibilities

### District Roll-Off (MUST BE COMPLETED BY DECEMBER 31<sup>st</sup>, 2025)

- Set the date for your district roll-off.
- Once confirmed, contact the Executive Director ([bowling@sasktel.net](mailto:bowling@sasktel.net)) by **October 31, 2025**
- Each District sets their own cost of the roll-off
- Each District may determine the number of games to be played (minimum 5)
- The roll-off should be conducted as a POA tournament
- Top 5 females and top 5 males will advance to the event
- Work with your District Coordinator to promote the competition widely and encourage maximum athlete participation
- Submit roll-off results to the Executive Director at the Bowling Federation

### Participation

- All bowlers are welcome. A C5PBA or YBC card is not required, but it's great if they have one.

### Winter Games Fees & Registration

- Saskatchewan Winter Games Council charges a \$150 athlete fee, which covers the walk-out uniform (worn at opening ceremonies), transportation, accommodation and meals
- Athletes will also need to purchase a District tournament shirt to be worn during competition
- Please note that sponsorship logos related to liquor, tobacco, or gaming (including casinos) are not permitted during the Games
- Submit a list of all entrants (names and addresses) to the **Provincial Technical Liaison**.

### Selection Coach / Manager

- Coaches must be the same gender as their team. Select one female and one male.
- Coaches must hold Community Coach Certification with Respect in Sport as of **December 31<sup>st</sup>, 2025**
- Coaches, managers and all volunteers must submit mandatory police check with vulnerable sector to the Executive Director at the Bowling Federation by **January 15<sup>th</sup>, 2026**

### District Coach / Manager – Roles & Responsibilities

- Act as a liaison with the District Team and team members' parents/guardians
- Liaise with the District Coordinator, Executive Director, and Provincial Technical Liaison
- Organize team practices.
- Submit athlete names and contact information to the Provincial Technical Liaison.
- Notify the Provincial Technical Liaison immediately of any changes to the District Team or athlete roster.

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## Acknowledgment

On behalf of the Bowling Federation of Saskatchewan, a huge thank you for sharing your time, energy, and enthusiasm! Your role as a District Coordinator or Coach / Manager keeps everything **rolling** smoothly and makes the Winter Games a memorable experience for our athletes. We couldn't do it without you, and your dedication truly **strikes** the perfect balance of fun and support. We're thrilled to have you on the team and can't wait to celebrate all the amazing moments ahead!

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