



## Job description

<b>Job title:</b>	Head Coach – Berlin 2023
<b>Salary:</b>	Head Coach and Coach roles are <b>voluntary</b> . Reasonable expenses will be paid with prior approval
<b>Accountable to:</b>	Head of Delegation, Assistant Head of Delegation, and relevant Special Olympics GB National Office Staff
<b>Appointed by:</b>	Special Olympics GB Games Management Team and Special Olympics GB Selection Panel
<b>Accountable for:</b>	All athletes (and Unified Partners) who are part of the sport specific squad
<b>Location:</b>	Home based with regular travel across Great Britain for team training activity as well as, international travel during Games time.
<b>Hours:</b>	<p>The responsibilities of the Head Coach/Coach requires a considerable time commitment in both the preparation of the GB Team prior to the Games and for the Games themselves.</p> <p>If you are in employment, you are advised to make your employer aware of your application and obtain their support prior to submitting your application.</p> <p>On request, Special Olympics GB can make representations on the Head Coach/Coach's behalf</p>

## Context

As the Head Coach you will have the lead responsibility for the preparation and participation of the Team SOGB team athletes within your selected sport squad at the Special Olympics World Summer Games Berlin 2023.

### Main Areas of Responsibility

The principal goal of the Head Coach is to prepare a squad of athletes/unified partners to perform at their optimum level and gain the best possible experience from the Games.

The Head Coach is responsible for creating a safe and supportive environment for the athletes/unified partners within their squad – getting to know them individually, liaising with each athlete's/unified partner's family and local coach and preparing training plans and risk assessments. The Head Coach will have duty of care for up to four athletes/unified partners in the squad.

The Head Coach will be managed and supported by the Head of Delegation (HOD) and one or more Assistant Heads of Delegation (AHOD) – collectively the Games Management Team. Special Olympics GB will support all areas of Games and team preparation

Sports offered to Special Olympics GB in Quota:

Athletics	Badminton	Basketball (Female Only)
Bocce	Cycling	Equestrian
Football (Unified Only)	Golf	Gymnastics (Artistic)
Gymnastics (Rhythmic)	Judo	Mixed Hockey (Showcase)
Powerlifting	Sailing	Swimming
Table Tennis	Ten Pin Bowling	Tennis

**Key responsibilities:**

Pre-games

- To draft a budget for the GMT covering all expenditure relating to the squad including sport-specific kit and squad weekends
- To ensure the safety of all squad members by adhering to safeguarding procedures and emergency action plans and formulating risk assessments
- To advise on the selection of the athletes and coaches for the relevant sport in line with Special Olympics GB selection criteria
- To develop individual preparation plans for each athlete in consultation with local coaches and family/carers with the goal of ensuring that every athlete performs to their maximum potential at the Games
- To ensure the welfare of each athlete by gathering information from family/carers and local coaches as to their support needs
- To communicate regularly with family/carers and local coaches of each athlete with regard to sport-specific information about the Games, squad training, logistics etc.
- To support the GMT in the organisation and delivery of GB Team training weekends
- To lead on the organisation of sport-specific training weekends
- To ensure all Games registration information and forms for the squad are completed and returned within deadlines
- To have a thorough knowledge and understanding of Special Olympics Sports', International Sports Federation and Games rules for the sport
- To support the GMT and Special Olympics GB National Office regarding media and communications for the squad

Games time

- Have lead responsibility for the squad at all times from point of departure for the Games to arrival back in GB
- To uphold and promote the GB Team culture and standards for the Games
- To adhere to Games, Special Olympics GB and GB Team policies and procedures, particularly in regard to incident/accident reporting and safeguarding and welfare
- To ensure that you are aware of any changes to events, rules, timing etc. and pass on to the relevant people where appropriate
- To ensure that everyone within the squad is informed of logistic, planning and arrangements in a timely manner
- To attend Head Coach meetings as organised by the Games' Local Organising Committee

Post Games

- To contribute to a comprehensive, debrief and review of the Games
- To advise and support the succession planning for future Games

**Essential for this role:**

- Applicant is a minimum of 18 years of age (at the point of application)
- Applicant is a fully registered Special Olympics GB Volunteer (at the point of application)
- Applicant has a suitable DBS/PVG in place that meets Special Olympics GB requirements



## Person Specification

### Experience and Knowledge

- Experience of arranging residential trips
- Experience of working with individuals with an intellectual disability
- Has been a Head Coach at a previous competition
- Has had duty of care responsibility for children and adults with an intellectual disability on a residential trip
- Ability to be flexible with the completion of tasks
- Familiar with all current Official Special Olympics Sports Rules
- Experience of coaching
- Fully conversant with the current version of Article I of the Special Olympics Sport Rules
- Conversant with the International Sports Federation rules for the sport

### Skills and abilities

- Leadership qualities and the ability to foster a spirit of teamwork
- Commitment to making the Games a positive experience for the GB Team
- Effective communicator who can communicate with a variety of different people
- Effective team-working and collaboration skills
- Empathy and social skills in order to build effective working relationships with others
- Ability to lead and enthuse people and organisations outside direct sphere of influence

### Personal Attributes and other Requirements

- Has a current coaching qualification in the relevant sport to the level recommended by the NGB to be a Head Coach
- Is a minimum of 18 years of age (at the point of application)
- Is a fully registered, active Special Olympics GB Volunteer (at the point of application)
- Has a suitable DBS/PVG in place that meets Special Olympics GB requirements