

Job Description National Team Assistant Coach

Special Olympics World Summer Games Berlin 2023

Overview:

The National Team Program (NTP) is designed to provide athletes, coaches and mission staff with a formalized approach to training and preparation for World Games. The program ensures that Special Olympics athletes in Canada have access to quality training, coaching and competitive opportunities to ensure optimal training, performance and a positive experience as a member of the National Team.

A strong team of coaches and mission staff are needed in order to support the athletes through their preparation and at the Games; we encourage both veterans of the program, and newcomers to apply if interested.

Title: Assistant Coach

Scope:

The role of National Team Assistant Coach is to ensure that their assigned Special Olympics athletes are technically prepared for competition, and experience the social, emotional and physical benefits of participating as National Team members.

Accountabilities:

The National Team Assistant Coach is a volunteer position directly accountable to the National Team Head Coach, and secondarily accountable to the Team Managers and Chef de Mission on all sport matters related to the training, preparation and competition of SO Team Canada athletes.

Responsibilities:

Pre-Games:

- Initiate and maintain contact with all assigned athletes and their Training Coaches to review and track training progress. This includes regular emails and/or phone calls and closely monitoring Training Central for each athlete.
- Make contact with each athlete's Training Coach and/or parent/caregiver to solicit their guidance/suggestions on the athletes needs, and how best to relate to the athlete.
- Monitor training of assigned athletes.
- Ensure monthly athlete training reports are submitted by the training coach for assigned athletes.
- Be familiar with the Athlete Agreement and the roles and responsibilities of the Chef de Mission, Team Managers, Head Coaches, Training Coaches and Mission Staff.
- Work with the Mission Staff and Head Coaches to create and maintain a cohesive team.
- Attend training camps as scheduled (November 2022 and April 2023).
- Work within the lines of communication set by SO Team Canada Leadership.
- Participate in meetings.
- Ongoing input in evaluation of the NTP
- Read and be familiar with all SO Team Canada correspondence and information.
- Act as a role model and conduct yourself within the National Team Program Code of Conduct.

During Games:

- Responsible for a minimum of three (3) to a maximum of four (4) athletes, realizing that at times you may have to cover for other coaches.
- Ensure that athletes are correctly entered in events.
- Ensure that the athletes assemble on time for all scheduled activities (practise, competitive and special events).
- Issue all sport technical protests through the Head Coach.
- Maintain an accurate record of assigned athletes' results.
- Maintain athlete medical forms and supervise prescribed medication.
- Be aware of the location of first-aid treatment areas and outline an emergency plan with the Head Coach.
- Responsible for the general welfare, safety, health and well being of assigned athletes.
- Document and retain all incident/accidents concerns that occur for all assigned athletes and report them to the Head Coach and/or Mission Staff.
- Attend team meetings as called by the Head Coach and communicate information to athletes.
- Ensure that athletes conduct themselves according to the "SO Team Canada Rules of Conduct" and "Code of Conduct".
- Travel to and from the World Games as part of the National Team.
- House with the SO Team Canada delegation in the Athlete's Village for the entire duration of the World Games.
- Act as a role model and conduct yourself within the National Team Program Code of Conduct.

Qualifications:

- Ability to work as a team member.
- Excellent communication skills.
- Coaching experience within the sport.
- Experience coaching individuals with an intellectual disability.
- Must have attended the 2022 P/T qualifying event.
- Experience coaching at a Provincial/Territorial, National or International Special Olympics Games.
- Additional technical qualifications in the sport of representation are an asset.
- A strong understanding and fundamental belief in the mission of Special Olympics in Canada and the goals of the National Team Program.
- Knowledge of Special Olympics in Canada and the roles and responsibilities of the National Office and Chapters.
- Strong interpersonal and problem solving skills
- Demonstrated ability to both work independently and cooperate in a partnering manner in the achievement of the National Team goals.
- Ability to work in a demanding environment on-site at the Games
- Willingness and availability to participate in professional development opportunities, National Team Program meetings, training camps and other functions as required.
- Must be 18 years of age or over.
- C.P.R. and first aid is an asset.
- Proficiency in computer skills is mandatory.
- Resident of Canada.
- Ability to communicate in both official languages is an asset.

Coaching/Training Requirements

- Special Olympics Canada Competition Introduction (Comp-Intro) – **TRAINED**
- Sport Specific (as per the table below) - **TRAINED**
- Make Ethical Decisions (NCCP) – **EVALUATED**
- Safe Sport Training (CAC)
- Current Criminal Record Check

Sport Specific Coaching Requirements

Sport	Minimum Sport Technical Coaching Course from the National Sport Organization (NSO)
Athletics	Sport Coach (Competition)
Swimming	Fundamentals Coach – Swimming 101 (Competition)
Rhythmic Gymnastics	Gymnastics Foundations (Introduction, Theory and Rhythmic)
Tenpin Bowling	Community Sport Initiation
Soccer	Learn to Train OR Soccer for Life
Powerlifting	SOC Powerlifting Course
Basketball	Learn to Train (Competition)
Golf	Special Olympics PGA of Canada Golf Course
Bocce	125 coaching hours

Time Commitment (may be subject to change):

- September 30-October 2, 2022 – First Mission Meeting (3 days including travel)
- November 11-13, 2022 – Team Training Camp (3 days including travel)
- April 2023 - Sport Specific Training Camp (3-4 days including travel)
- May 2023 - Final Mission Meeting (virtual)
- June 10-June 26, 2023 (tentative - TBC) – Staging Camp & World Games (inclusive of travel and Host Town Program)
- June 2022 to July 2023 on-going team / planning responsibilities

Note: For the team sports, one (1) head coach, one (1) assistant coach and one (1) mission staff/team manager will be selected for each team. An alternate coach for each sport will also be selected. This person will take part in all team activities/meetings but will not travel to Games.