



Head Coach

Brief summary: To provide leadership and sports specific coaching and preparation to the athletes within the sport and to work with the assigned sports Coach/Chaperone(s) to prepare for the team's participation in the Games. The individual must be available for all training sessions and for the duration of the Games.

Term of Office: From time of appointment to 4 weeks after the Games

Key tasks & responsibilities:

Prior to Games

- Collate the Games athlete registration data accurately for registration timelines and update times/scores/distances and any other relevant information, where necessary.
- Possess a knowledge and understanding of the International Federation and Special Olympics Sports rules of the specific sport.
- Ensure all athletes are well trained to the best of their ability within their respective events.
- Prepare specific training programmes for your athletes working with coach/chaperones to provide individualised training programmes for each athlete tailored toward their individual needs.
- Engage in regular, open, 2-way communication with coach/chaperones.
- Encourage coach/chaperones to participate actively in the planning and coaching process in line with their experience and expertise.
- Liaise with athletes' local coaches, family members and team coach/chaperones in relation to on-going training.
- Be responsible for the team at the sports venue during all training sessions which will involve chaperoning duties from time to time.
- Support athletes with their daily needs, where required. Personal care is a requirement for athletes, support with administering medication where required.
- Update the Medical Coordinator on any relevant information/concerns related to athletes in their care, at the earliest possible opportunity.
- Plan, lead and deliver all sports specific training sessions, working with Sport Coordinator.
- Chaperone athletes as assigned, for all overnight accommodation.
- Abide by Special Olympics Ireland's policies and procedures.

During Games

- Be familiar with all procedures relevant to your role i.e. zone access, protest/appeals procedure etc.
- Ensure good communication between the Head of Delegation, Assistant Head of Delegation and Sports Coordinator as well as between the Head Coach and other coach/chaperones. This is vital to the success of the team both prior to and during the Games.
- Be responsible for the team at the sports venue during the Games.
- Ensure maximum effort participation from all athletes and teams.

- Attend all Head Coaches meetings and ensure that information is shared with other relevant personnel in a timely manner, particularly the other coach/chaperones on the sport specific squad.
- Be responsible for the welfare of your team, including your coach/chaperones which may involve scheduling in rest opportunities for them at suitable times in the Games schedule.
- Ensure all athletes within your team are appropriately supervised at all times.
- Conduct oneself in an appropriate manner for a Head Coach at a major event.
- Undertake any other tasks appropriate to the post.
- Abide by Special Olympics Ireland's policies and procedures and those in operation at the 2023 Special Olympics World Summer Games.

Post Games

- Submit a sports specific report, liaising with the Coach/Chaperones to the Head of Delegation on or before 17th April 2025.

Person Specification:

To take up the position of Head coach you must:

- Be a registered volunteer with Special Olympics Ireland and have an understanding of the Special Olympics programme.
- Relevant National Governing Body/International Federation coaching qualification equivalent to CDPI Level 1.
- Experience travelling away with teams within and/or outside of Special Olympics.
- Comfortable sharing a room for training sessions and at Games time with a fellow management team member of the same gender.
- Comfortable with 10,000 – 20,000 steps per day.
- Possess a knowledge and understanding of the International Federation and Special Olympics sports rules of the sport.
- Excellent communication, people-management and motivational skills.
- Ability to demonstrate leadership qualities and to foster a spirit of teamwork.
- Have had the experience of working within tight budgets and timescales.
- Be committed to making the Games a positive experience for Team Ireland.
- Experience of working with people with intellectual disabilities in a sporting context or otherwise.
- Competent in use of word, excel and e-mail and can access documents on the web. E-mail and online meetings (zoom/teams) is a key method of communication, and it will be necessary to have regular and frequent access to it.
- Hold a current full clean driving license.
- Be available to volunteer for the duration of the project and to attend all training/preparation sessions as required which will include weekends, overnight stays, and possibly various locations in the regions.