



2018 USA GAMES DELEGATION COACH INFORMATION

**2018 USA Games; Seattle
July 1-6, 2018**

Volunteer Position Title: Coach (sport specific)

Reports to: SOSC Head of Delegation (HOD) & Assistant Head of Delegation (AHOD)

Position Summary: Coaches will be selected by the SOSC HOD and AHOD to provide technical assistance and chaperoning support to athletes in the respective sport. Coaches will train athletes from multiple Regions and create a training plan for each athlete or team. Coaches are responsible for communicating information to their assigned athletes, their families and the athlete's personal local coaches. Coaches are also responsible for ensuring that all of their athletes are training with appropriate supervision. Each coach is to ensure the athlete and coaches of Special Olympics Southern California experience the athletic, physical and social benefits of participation in a National Games.

Qualifications

All Coaches MUST have:

- Class A Volunteer Clearance and current background screening report on file with SOSC's Headquarters office
- Completed the online Protective Behaviors Course
- Completed the Training Special Olympics Athletes Course
- Current Sports Specific Training Certification (all coaches must have attended a training within last 3 years)
- A minimum of three years coaching experience in your respective sport.
- Technical knowledge in the specific sport for which you are applying.
- Exceptional leadership abilities and willingness to balance the needs of the team with the needs of individuals
- Excellent communication, organizational and administrative skills
- Ability to work as a team member within the SOSC Delegation
- Experience as a coach at SOSC Summer Games and/or Fall Games
- Ability and willingness to work with and support athletes of all ability levels

Responsibilities (include but are not limited to the following):

Pre-Games

- Act as a role model and conduct yourself within the Coaches' Code of Conduct.
- Actively participate in all scheduled meetings and conference calls as needed.
- Assist with registration process, including follow up on uniforms.
- Ensure that all athletes within your sport are training appropriately.
 - This may include cross training during the off-season and communicating with local coaches.
- Work within the lines of communication set by SOSC to provide and receive information.
 - Check e-mail daily for communication from the HOD and AHOD
 - Contact assigned athletes on a regular basis and communicate with family members/guardians.
- Prepare for and participate in the SOSC Delegation Training Camp. The Training Camp will be in March 2018 at California State University, Long Beach. More information to follow.

During Games

- Chaperone athletes at all times throughout the training camp, during travel to and from the Games and during the Games. Will assist with supervision of entire delegation, including athletes outside of your respective sport.
- Ensure athletes assemble on time for all activities (competitions, special events, etc.)
- Ensure athletes have the opportunity to participate in activities outside of the sport (Festival, Healthy Athletes, etc.)
- Act as a role model and conduct yourself within the Coaches' Code of Conduct.

Post-Games

- Participate in the post-event evaluation process

Time Commitment

- Serve and fulfill all responsibilities from the time of appointment through the post Games evaluation meeting/survey in November 2018.
- Participate in scheduled meetings and conference calls through all aspects of the Games planning and evaluation process.
- Attend the SOSC Training Camp in March 2018.
- Coaches will travel and be will housed with the delegation throughout the Games and return to Southern California.



2018 USA GAMES DELEGATION COACH APPLICATION

All applicants must meet the qualifications below and attach all materials mentioned below.

- ✓ Applicants must be at least 21 years
- ✓ Have a minimum 3 years experience as a Special Olympics Southern California coach
- ✓ Current Resume
- ✓ Completed Coach Application Form, signed by your Special Olympics Southern California Regional Director
- ✓ Completed Coach Biography Form
- ✓ Two Passport-type photos
 - Photo Requirements
 - Photo size 2 X 2 inches
 - Photo must be slightly above top of hair to middle of chest
 - Background must be plain white or off-white and head must be positioned directly facing the camera.
 - Eyes must be open, looking at the camera with the entire face in focus.
- ✓ Three Letters of Support
 - One letter must be from your Regional Sports Manager or Regional Director
 - One letter from a current Volunteer
 - One letter from a current Athlete
- ✓ Signed Coaches Code of Conduct

To be considered for this position, all application materials must be received by the SOSC Sports Department by **September 25, 2017**

All applications received by the deadline will be reviewed and candidates will be informed of selection by **October 31, 2017**.

GENERAL INFORMATION (PLEASE PRINT OR TYPE)

First Name: _____ Last Name _____

Address: _____

City: _____ State: _____ Zip Code: _____

Gender: Male Female Age: _____ Date of Birth _____

Home: (____) _____ Work: (____) _____

Mobile: (____) _____ Fax: (____) _____

Best Number to use: _____ Best Time to call: _____

E-mail Address: _____

Languages other than English spoken fluently (please list) _____

Special Olympics Southern California Area or Region: _____



Sports & Certification Information

Please indicate the sport in which you are applying (check one):

Aquatics
 Athletics
 Basketball
 Bocce
 Soccer
 Softball

Print clearly or type. Use a separate sheet of paper if you need additional space to answer questions.

Please detail, in your selected Special Olympics sport, your coaching, travel, officiating and/or management experience: _____

Please detail your coaching experiences, beyond Special Olympics, in your selected sport: _____

What strengths do you have that will enhance the Team SOSC experience? _____

CLASSES & CERTIFICATIONS

Online Protective Behaviors Course Yes No Expires: _____
 Class A Volunteer Clearance Yes No Expires: _____
 Training Special Olympics Athletes (TSOA) Yes No Training Date: _____
 Sports Specific Training Yes No Sport: _____ Training Date: _____
 First Aid Yes No Expires: _____
 CPR (American Red Cross or Heart Association) Yes No Expires: _____
 American Sign Language Yes No Date: _____
 Other Certifications (please list): _____

Are you able to serve as a Coach from November 2017 – September 2018 Yes No

(Includes Conference Calls, Meetings, Training Camp, Games and post-event evaluation survey and meeting)

Do you have previous experience with Special Olympics at a National or World Games competition? Yes No

If yes, please explain: _____

■ I will meet all pre-Games, Games and post-Games requirements described in the job description.



- I have read and understand the job description and general expectations of this position and that the information I have given Special Olympics Southern California is true and complete. I understand that Special Olympics Southern California may remove me from the delegation if I fail to meet the requirements of the job description or act outside the Code of Conduct.
- I have attached the required documents as outlined in the Application Information.

NOTE: This form needs to be signed by the Special Olympics Staff position(s) listed below to confirm their endorsement of your application. If it is not signed, the application will not be accepted.

Signature of Applicant

Date

Special Olympics Southern California Staff Section

I, _____ approve this application.
(Print Name: Regional Sports Manager)

Signature of SOSC Regional Sports Manager

Date

I, _____ approve this application.
(Print Name: Regional Director)

Signature of SOSC Regional Director

Date

Return this form with all required application documents in a complete package by **September 25, 2107** to:

Jen Keurulainen, Director, Competition
Special Olympics Southern California
1600 Forbes Way, Suite 200
Long Beach, CA, 90810

If you have questions or concerns, please contact Jen Keurulainen by phone (562) 502-1121 or e-mail at jkeurulainen@sosc.org



**2018 USA GAMES DELEGATION
COACH UNIFORM INFORMATION FORM**

All information is required. Do not leave any blanks.

Name: _____ Sport: _____

Height: _____ Feet _____ inches Weight: _____ pounds

Waist: _____ inches Inseam: _____ inches

Chest: _____ inches Inseam: _____ inches

Shoe Size _____ Left _____ Right _____ Hips: _____ inches

INSTRUCTIONS

Please answer all of the size and uniform questions carefully and accurately. General wear and competition uniforms will be purchased at one time using this information. Circle requests for all size variations, as we do not yet know how sizes will be offered. Females must also complete the section below for Unisex/Male Sizes.

FEMALE SIZE REQUESTS

Shirt	S	M	L	XL	XXL	XXXL
Shirt	6	8	10	12	14	Other:
Short/Pant	S	M	L	XL	XXL	XXXL
Short/Pant	6	8	10	12	14	Other:
Warm-Up Suit	S	M	L	XL	XXL	XXXL
Jacket	S	M	L	XL	XXL	XXXL

UNISEX/MALE SIZE REQUESTS

Shirt	S	M	L	XL	XXL	XXXL
Short/Pant	S	M	L	XL	XXL	XXXL
Warm-Up Suit	S	M	L	XL	XXL	XXXL
Jacket	S	M	L	XL	XXL	XXXL
Hat	S	M	L	XL		

YOUTH SIZE REQUESTS

Shirt	S	M	L	XL		
Short/Pant	S	M	L	XL		
Warm-Up Suit	S	M	L	XL		
Jacket	S	M	L	XL		

Youth sizes are not guaranteed.

Please list any additional size information/notes: _____



2018 USA GAMES DELEGATION COACH AND ASSISTANT STAFF CODE OF CONDUCT

Special Olympics is committed to the highest ideals of sport and expects all coaches to honor sport and Special Olympics. All SOSC coaches are required to abide by the following Code of Conduct:

Respect for Others

- I will respect the rights, dignity and worth of staff, athletes, coaches other volunteers, friends and spectators in Special Olympics
- I will treat everyone equally regardless of sex, ethnic origin, religion or ability.
- I will be a positive role model for the athletes I coach

Ensure a Positive Experience

- I will ensure that for each athlete, the time spent with Special Olympics is positive.
- I will respect the talent, developmental stage and goals of each athlete.
- I will ensure each athlete competes in events that challenge that athlete's potential and are appropriate to that athletes' ability.
- I will be fair, considerate and honest with athletes and communicate with athletes using simple, clear language.
- I will ensure that accurate scores are provided for entry of an athlete into any event.
- I will instruct each athlete to perform to the best of the athletes' ability at all preliminaries/heats and finals in accordance with the Official Special Olympics Sports Rules.

Act Professionally and Take Responsibility for My Actions

- My language, manner, punctuality, preparation and presentation will demonstrate high standards.
- I will display control, respect, dignity, and professionalism to all involved in the sport (athletes, coaches, opponents, officials, administrators, parents, spectators, media, etc.).
- I will encourage athletes to demonstrate the same qualities.
- I will not drink alcohol, smoke or take illegal drugs while representing Special Olympics at training sessions or during competition.
- I will refrain from any form of personal abuse towards athletes and others, including verbal, physical and emotional abuse.
- I will be alert to any form of abuse from other sources directed toward athletes in my care.

Quality Service to the Athletes

- I will seek continual improvement through performance evaluation and ongoing coach education.
- I will be knowledgeable about the Sports Rules and Skills of the sport(s) I coach.
- I will provide a planned training program.
- I will keep copies of the medical, training, and competition records for each athlete I coach.
- I will follow the Special Olympics and the National Governing Body rules for my sport(s).

Health and Safety of the Athletes

- I will ensure that the equipment and facilities are safe to use.
- I will ensure that the equipment, rules, training and the environment are appropriate for the age and ability of the athletes.
- I will ensure that each athlete's medical form is current and be aware of any limitations on that athlete's participation noted on that form.
- I will encourage athletes to seek medical advice when required.
- I will maintain the same interest and support towards sick and injured athletes.
- I will allow further participation in training and competition only when appropriate.

By signing below, I agree that I have read the Code of Conduct, agree to abide by it, and that if I violate the Code of Conduct, I may be terminated as a Special Olympics coach.

Print Name

Date

Signature

Date



2018 USA GAMES DELEGATION COACH BIOGRAPHY FORM

Information and photo will be displayed on the SOSC website and used for media requests. Please answer all questions, do not leave blanks.

First Name: _____ Middle Name: _____ Last Name: _____

Home Phone: (____) _____ Mobile: (____) _____

Date of Birth: ____/____/____ Current Age: _____ Gender: Male Female

Currently Employed: Yes No Employer: _____

What sport are you hoping to coach at the 2018 USA Games? _____

Have you previously attended National Games or World Games? Yes No

If yes, please list: _____

I attended as a: Coach {list sport(s)}: _____ Official Spectator
 Other {please list}: _____ Unified Partner Volunteer

What sports do you coach? _____

How many years have you been involved in Special Olympics Southern California? _____

How did you get involved with Special Olympics? _____

Of what accomplishments are you most proud? _____

Do you have any family members participating in Special Olympics? _____

How has Special Olympics Southern California changed your life? _____

What does attending the 2018 USA Games mean to you? _____

Please tell us about any special honors you have received: _____

Favorite Hobbies: _____

What is your favorite moment/memory as an SOSC coach? _____

Attach additional sheets if necessary.