

2020 USA GAMES TEAM SPORTS MANAGER JOB DESCRIPTION

Basic Information

- The 2022 Special Olympics USA National Games will be held in Orlando, Fla., June 5-11, 2022.
- **Application Deadline: December 31, 2020** → Application will be available on laso.org from September 1 to December 31, 2020.
- There are roughly 4-5 sport manager positions available on Team Louisiana for the following sports:
 1. Athletics
 2. Basketball
 3. Bocce
 4. Bowling
 5. Flag Football
 6. Powerlifting
 7. Softball
 8. Swimming
 9. Volleyball

Individual Sports							
Sport	Number of Athletes	Gender	Number of Athletes	Gender			
Athletics-category 2	2	Male	2	Female			
- category 3	2	Male	2	Female			
- category 5	1	Male					
Bocce	4	Male	4	Female			
Bowling	4	Male	4	Female			
Powerlifting	1	Male	1	Female			
Swimming-category 1	2	Male	2	Female			
-category 2	2	Male	2	Female			
Team Sports							
Sport	# on Team	Gender	Type	Sport	# of Team	Gender	Type
Basketball - Unified	10	Male	Unified	Flag Football - Unified	10	Male/Female	Unified
Softball-Unified	12	Male/Female	Unified	Volleyball	10	Male/Female	Unified

Requirements:

- 2 years experience in Special Olympics in managing a sports program
- A Special Olympics Staff member or Class A Volunteer.
- Exceptional leadership, communication, organizational and administrative skills
- Ability to work as a functional team member within the guidelines of the Special Olympics Louisiana structure.
- Experience coaching or event manager at a Regional/State/National Level.
- Sport specific certification in the sport you are applying is helpful, but not mandatory.
- Experience working with athletes of all ability levels.
- Certification in CPR/FA and concussion training (SOLA will offer a training if you aren't currently certified).
- Current Special Olympics Class A Volunteer and certification in Protective Behaviors on file with your SOLA
- A commitment of 20 months (January 2021-July 2022) – including conference calls, training camps and practices.

QUESTIONS?

Please contact Brock Banos at bbanos@laso.org or 800-345-6644.

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Job Description

Volunteer Position Title: Sport Manager

Reports to: Head of Delegation Brock Banos

Position Summary: The Sport Manager will be appointed by Special Olympics Louisiana staff to organize, prepare and provide communication and administrative leadership to the athletes and coaches of their respective sport, from the time of their selection through the post-games debrief. Each Sport Manager will work directly with their sport Head Coach to ensure a quality athlete, partner and coaching experience through participation in USA Games.

This position will be required to raise a minimum of \$500 and is encouraged to assist in helping their athletes with fundraising.

Pre-Games:

- Manage all non-coaching aspects of your assigned sports. This includes but is not limited to:
 - Directly work with head coach to manage the sport delegation.
 - Ensure the assignment of coaches to athletes (1-4) for training
 - Assist with athlete registration to ensure that registration deadlines are met.
 - Assist in developing your sport schedule for Mini-Camp.
- Actively prepare for and participate in the following trainings: Two sport-specific one-day training sessions along with one Team Louisiana Clinic/Camp Spring 2022 and any other trainings scheduled by SOLA.
- Participate in all scheduled meetings and conference calls as needed
- Maintain line of communication between with all sports coaches, athletes, families, and Head of Delegation. Act as a role model and conduct yourself within the Special Olympics Louisiana Code of Conduct.

During USA Games while in Orlando

- Serve as the liaison person for your sport with SOLA staff to include attending evening SOLA coaches meetings, attend sports coaches meeting when necessary and communicating with Head of Delegation (HOD) regarding any issues within your teams.
- Ensure the athletes have appropriate supervision 24 hours a day during the week of competition
- Ensure you have copies of athlete and partners medical and release forms
- Understand and abide by the Games Committees crisis management plan, report all incidents to the HOD or Assistant HOD.
- Be accessible at all times.
- Ensure that all athletes, partners and coaches are conducting themselves within the Special Olympics Louisiana Code of Conduct.
- Support your sport's Head Coach as it relates to any protest or issues during the games.
- **Act as a role model and conduct yourself within the Special Olympics Louisiana Code of Conduct**
- **Promote sportsmanship in representing Special Olympics Louisiana.**

Post Games

- Attend in a debrief meeting to evaluate feedback for future games

Application will be available on laso.org from September 1 to December 31, 2020.

QUESTIONS?

Please contact Susan Shaffer, Competition Director @ shaffer@somo.org or 573.635.1660.

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