



Job Description Team Manitoba Head Coach

2024 Special Olympics Canada Winter Games – Calgary, AB

- Sports:** 5 Pin Bowling, Alpine Ski, Curling, Floor Hockey, Nordic Ski, Speed Skating, Snow Shoe
- Title:** Head Coach
- Selection:** The Head Coach for team sports (Floor Hockey & Curling) will be interviewed based on the outcome of their team at the Provincial Games. Individual sport Head Coach selection will be based on an application process.
- Scope:** The Provincial Team Head Coach is the sport technical lead for their respective sport. They are responsible for the development and monitoring of seasonal training plans that guide athletes and coaches leading up to the National Games. The Provincial Team Head Coach is in frequent communication with Assistant Coaches and Training Coaches, as well as the Chef de Mission, Team Manager and assigned Mission Staff, on all sport technical and athlete training activities.
- Accountabilities:** The Provincial Team Head Coach is a volunteer position accountable to the Chef de Mission. The Head Coach will work closely with the Team Manager on all sport matters related to the training, preparation and competition of Team Manitoba athletes.
- Responsibilities:** Pre-Games
- Actively participate in the Head Coach/Mission Staff planning sessions.
 - In cooperation with the Chef de Mission, Team Manager, Head Coaches and Associate Coaches develop an agenda and plan sport specific sessions for the Provincial Team training camp.
 - Be familiar with the Athlete Agreement and the roles and responsibilities of the Chef de Mission, Team Manager, Head Coaches, and Associate Coaches.
 - Develop a conditioning/training plan for athletes, to be implemented by Training Coaches, from the time of athlete selection and endorsement up to the National Games
 - Communicate regularly with Associate Coaches and Training Coaches on sport technical issues, providing guidance and assistance where needed.
 - Attend Provincial Team Staging prior to National Games.

- Work with Mission Staff and Coaches to create and maintain a cohesive team.
- Communicate regularly with the Chef de Mission and Team Manager and immediately notify them of any inconsistencies or concerns related to athlete training.
- Actively participate in Provincial Team conference calls, as required.
- Participate in professional development opportunities.
- Work within the lines of communication set by the Team Manitoba Management Team.
- Read and be familiar with all Team Manitoba correspondence and information.
- Act as a role model and conduct yourself within the Provincial Team Program Code of Conduct.

During Games

- Ensure that athletes are supervised 24 hours a day.
- Responsible for the safety and security of Team Manitoba athletes.
- Work with the team to ensure a productive and healthy environment at all times.
- Actively participate as a member of the Team Manitoba leadership team.
- Participate in sport specific team meetings.
- Provide daily reports to the Chef de Mission and Team Manager on sport specific activities related to athletes, competition venues, logistics, etc.
- Retain copies of all accident/incident forms and relay any injuries or concerns to the Chef de Mission.
- Participate in all official Team Manitoba functions during the National Games.
- Travel to and from the National Games as part of the Provincial Team.
- House with Team Manitoba delegation for the entire duration of the National Games.
- Other duties as assigned by the Chef de Mission and Team Manager.

Post Games

- Participate in a post-Games evaluation process.
- Participate in post-Games follow-up with Athletes, Training and Associate Coaches.

Qualifications:

- Be 18 years of age as of the first day of competition.
- First aid/CPR is an asset.
- Must be a member in good standing of Special Olympics Manitoba.
- NCCP Certification Requirements
 - Trained SOC Competition Coach Introduction
 - Respect in Sport
 - Making Ethical Decisions (Evaluated)

- Sport specific requirements (please contact Manager, Athlete & Coach Development for up to date requirements)
- NCCP – Planning a Practice, Nutrition & MED (Previously known as ICA)
- Safe Sport
- Will coach in your sport at the 2023 Special Olympics Manitoba Winter Games.
- Have the willingness to assume a provincial perspective while being a member of the Provincial team.
- Knowledge of Special Olympic Canada’s sport specific rules
- Experience in the development and implementation of seasonal plans for athletes competing in a major regional, provincial, national and/or international competition.
- Excellent leadership, communication, organizational and administrative skills.
- A strong understanding and fundamental belief in the mission of Special Olympics Manitoba and the goals of the Provincial Team Program.
- Strong interpersonal and problem solving skills.
- Demonstrated ability to both work independently and cooperatively in a partnering manner in the achievement of the Provincial Team goals.
- Ability to work in a demanding environment on-site at the Games.
- Willingness and availability to participate in professional development opportunities, Team Manitoba meetings, training camps and other functions as required.
- Proficiency in computer skills is mandatory.

Time Commitment (subject to change):

- January 2023 to March 2024 – on-going team responsibilities
- Sport Specific Training Camp (dates TBD)
- April 2023 – Team Manitoba Planning Meeting #1
- January 2024 – Team Manitoba Planning Meeting #2
- Calgary, AB: February 26 to March 3, 2024