



Overview

The Special Olympics North Carolina Head Coach is responsible for managing and communicating with Special Olympics athletes and other coaches. This position leads other coaches in the planning of comprehensive sport training and preparation for local, regional and state-level competitions. The head coach serves as the primary point of contact for their sport for the other coaches, family members/caregivers of their athletes and the local program coordinator. This is to ensure that all practices are consistent and that all participants are properly educated and informed. The primary responsibility of the head coach is communication!

Time and Resource Commitment

- Minimum of 12 weeks, with the first 4 weeks used to prepare for the training season
- The core training and competition season will be 4+ hours per week in practice for the 8 weeks, as well as additional hours for travel and competitions
- Regular access to internet and mobile phone is required
- Reports to the local coordinator and manages the coaching team
- Additional hours may be required for travel to/from local, state and regional competitions

Key Responsibilities

- Regularly meet with local program coordinator to review the season sport plans and volunteer needs for the team
- Develop and manage an athlete outreach and education plan
- Assist local program coordinator with coach recruitment and orientation
- Conduct a pre-season orientation and planning meeting with fellow coaches
- Coordinate and conduct a pre-season meeting for all athletes, Unified partners and families
- Work with all coaches to ensure their registration and required trainings are completed accurately and on time
- Work with coaches regularly on training sessions
- Guide coaches to ensure all practices enable athletes and Unified partners to have a beneficial, safe and **fun** experience
- Work with community sports organizations and schools to set up clinics, etc.
- Facilitate additional competition opportunities such as league play, scrimmages, invitationals, etc.
- Coordinate with the local program coordinator on all travel arrangements for all competitions
- Work with the local program coordinator and other coaches to register athletes and Unified partners for competitions accurately and on time
- Communicate with parents/guardians on a regular basis for procedural information as well as expectations of players and parents
- Ensure all coaches are aware of any medications or special conditions athletes may take or have and be prepared to handle accordingly
- Know, understand and abide by the Special Olympics North Carolina Coach Code of Conduct
- Know, understand and abide by the Special Olympics Sports Rules, which includes, but is not limited to SONC Sport Rules Modifications, Special Olympics Inc., Official Sport Rules, National and International Governing Bodies and any other associations as named in rules
- Abide by all SONC and SOI policies and procedures, which includes communicating with and following the direction of the local program coordinator
- Execute the legal duties of a coach (refer to http://www.asep.com/courses/asep-303x/coach_aids/ca_01_01.pdf)

Training and Certification Requirements

- Individual must be a minimum age 18 years old with a valid NC driver's license
- Complete Volunteer Screening Form and successfully clear a background check
- Hold all requirements of a [Special Olympics North Carolina Level 2 or 3 Certified Coach](#)