
JOB DESCRIPTION

**Special
Olympics**
Virginia



POSTION SPORTS TRAINING COORDINATOR

DESCRIPTION The Sports Training Chair is responsible for coordinating the athlete training programs in the Area.

RESPONSIBILITIES

1. Develop an annual training calendar.
2. Ensure that all Area training programs adhere to Special Olympics Virginia (SOVA) policies and guidelines.
3. Recruit and train sport coordinators and coaches to conduct the training programs.
 - Properly register all volunteers.
 - Provide sufficient training and support for the sports coordinators and coaches.
 - Insure that each coach has a first aid kit on site.
 - Insure that all athletes are registered properly according to SOVA policies.
4. Secure adequate facilities and equipment for the training programs.
5. Assist the sport coordinators in developing sport specific seasonal plans.
6. Work with the Public Relations Chair to alert the media of upcoming training programs.
7. Work with the Volunteer Chair to recruit sport coordinators and coaches.
8. Work with the Games Chair to insure that all coaches know about upcoming competition opportunities.
9. Work with the Outreach Coordinator to insure that all new athletes have the opportunity to join training programs that interest them.
10. Attend monthly Area Council Meetings and report on training activities.

**MEASURES OF SUCCESS IN FULLFILLING THE
SPORTS TRAINING CHAIR POSITION**

1. The Area offers training in at least one sport per season.
2. All training programs adhere to SOVA policies and guidelines and are conducted in accordance with the Official Special Olympics Sports Rules.
3. The Area has sufficient volunteers to serve as sport coordinators and to coach the athletes.
4. A season plan exists for each sport offered by the Area.
5. All interested athletes have the opportunity to participate in every training program.
6. Training programs are advertised through the local media.