



Gahanna Special Olympics

Organizational Mandates

Rev. 0

11/11/14

Assistant Coach

Requirements:

Volunteers are required to complete a volunteer application form. The Local Coordinator will seek approval from Special Olympics Ohio using that completed form. The volunteer must then complete training through the Special Olympics Ohio website. All of this must take place PRIOR to the volunteer working in any official capacity with Special Olympics Athletes.

General:

Volunteers are the backbone of our organization. We could not support as many sports and so many athletes without eager and effective volunteers. Additionally, volunteers are the face of the organization. To continue to operate effectively and to maintain a positive presence in the community, volunteers must arrive punctually for practices, meets, and other team events. Volunteers must also make the head coach or local coordinator aware if they cannot attend a practice or event. Availability for tournaments, meets, etc. should be conveyed in advance of the event date (including practices). Volunteers are issued a GSO shirt which should be worn to all practices or events showing athletes, families, and other coaches that you are a representative of the organization.

Job Duties:

Practices

- Assistant coaches must follow the direction of the Head Coach at all times.
- Assistant coaches are there to encourage athletes and to keep them on track with the current practice activity.
- Assistant coaches may be asked to take a small group to do drills or additional practice on particular skills outside of the main group. At that time, the assistant coach should lead that group in an activity specified by the Head Coach.
- Other duties, as assigned

Meets, Tournaments, Matches, etc.

- Assistant coaches should show up to the event and check-in with the Head Coach so they know that assistant coach is available and also to obtain any type of identification that might be needed to identify individuals as an approved coach to tournament officials (i.e. – Laminated Placards, nametags, shirts, etc.).
- Under the guidance of the head coach, assistant coaches should ensure that athletes, to which they assigned, are prepared for their upcoming event (swimming, equestrian & track), turn (golf & bowling), or playing time (basketball).
 - o This includes getting them to the correct location at the correct time for their event or turn.
- If leaving prior to the end of the meet/tournament/match, assistant coaches must notify the head coach and ensure that someone has taken over responsibility of athletes that assistant coach was responsible for.
- Other duties, as assigned.

Summer Games Overnight

- Assistant coaches may be asked to help with Overnights for the Summer Games, typically held at Ohio State University.
- During this time, assistant coaches will be assigned a group of athletes. These athletes will be housed relatively close to their assigned coach/volunteer. It will be that coach/volunteer's responsibility to:
 - o Make sure athletes are out of bed in the morning and they are dressed in time for breakfast, including escorting them to breakfast and all other meals.
 - o Making sure that they are in the right place and prepared (with all gear/equipment/etc) for their event.
 - o Making sure athletes are accounted for and ready for bed that night.
 - o Assistant coaches may need to coordinate and make contact with parents from time to time to update them on their athletes activities.
- Other duties, as assigned.

Other GSO Events/Activities

- Other duties, as assigned.