

POSITION DESCRIPTION: LOCAL PROGRAM SPORTS COORDINATOR

The Sports Coordinator oversees the planning and implementation of sports and programs in the local community for Special Olympics Southern California. This position is a resource and support for coach education, athlete and Unified partner training, competition, and Unified Sports.

KEY RESPONSIBILITIES

- Oversee the implementation of sports programs in a particular community.
- Collaborate with the Local Program coaches to create a seasonal sports calendar and work with the regional sports manager to secure facilities for practices and competitions.
- Provide training and support for coaches, team volunteers, and games management team volunteers.
- Ensures compliance for all athletes, coaches, and volunteers and that teams have sports equipment and uniforms.
- Maintain regular in-season communication with the SOSC regional sports manager to ensure athlete, Unified partners, and volunteer eligibility and to meet sport season deadlines.

COMMITMENT

- One year minimum
- Approximately 6-10 hours per week during seasons.
- Local Programs teams may be asked to attend 1 – 3 competitions that require overnight weekend stays per year.
- Zoom or in-person training with Region staff, as needed.
- Ability to attend competitions.

QUALIFICATIONS, SKILLS & REQUIREMENTS

- Minimum age: 18 with a government ID (driver's license, military ID, or passport).
- Must complete an online volunteer application, online training, and background check.
- Experience working with individuals with intellectual disabilities preferred.
- An outgoing, people-oriented person proficient in computer skills and good communication skills.
- Sports knowledge is beneficial.

IMPACT OF THE LOCAL PROGRAM

Special Olympics Southern California (SOSC) relies on Local Programs to deliver services to the community run by trusted volunteers. Local Programs allow athletes to participate in their own community, with local coaches, and at familiar practice sites. Local Programs create the opportunity to serve more athletes and involve more volunteers which further enriches the lives of athletes, families, volunteers, and the community.