



## Technical Delegate Performance Assessment

### **Introduction:**

The Technical Delegate (TD) is a representative of, and appointed by Special Olympics, Inc. The TD for each sport is responsible for ensuring that the competition is conducted in accordance with the Special Olympics and Sport Federation rules, and the agreed contract signed by both Local Organizing Committee and Special Olympics, Inc.

### **Project Goals and Objectives:**

1. Establish a set of key performance standards for Technical Delegates
2. Align technical delegate performance standards with the mission of Special Olympics and World Games
3. Raise the standard of training and education to the highest possible level for all Technical Delegates.
4. Establish a standardized training and education program for all Technical Delegates to equip them to meet the required performance standards
5. Establish system to recognize contributions of the Technical Delegates' work
6. Develop a clear communication process around Technical Delegate Performance

### **Project Implementation:**

A team comprised of representation from Special Olympics, Inc. (SOI), Local Organizing Committee (LOC), coaches, selected sport resource team members, officials and athletes will carry out a Technical Delegate performance assessment. The process will consider key performance indicators critical to the success of the Technical Delegates. The performance assessment will be based on the following areas of responsibility:

1. Leadership, inter-personal, and management skills
2. Cooperation with the Local Organizing Committee leadership team
3. Cooperation with the Special Olympics leadership team
4. Problem solving in an efficient and diplomatic manner
5. Demonstrate knowledge of the most recent version of the International Federation (IF), Special Olympics sports rules and Article I
6. Divisioning outcomes
7. Management of coaches, officials, and jury meetings in accordance with rules, policies and procedures
8. Prompt response to questions and timely submission of thorough reports
9. Conduct of competition

The team will be designated for a specific sport or a cluster of sports, per decision of SOI Project Lead. The team will be provided an in-depth training of the methods and standards. It is important to note that the Technical Delegate will have the opportunity for self- assessment and feedback.



## TECHNICAL DELEGATE PERFORMANCE ASSESSMENT

**DIRECTIONS:** Please answer /rate the following. Use the necessary space to provide comments.

1 = Very Poor  
2 = Area of Concern  
3 = Adequate  
4 = Very Good  
5 = Outstanding

### PROFESSIONAL CONDUCT

Maintains composure in stressful situations (e.g. when faced with resistance, failure, interpersonal conflict or demanding timeframes) 1 2 3 4 5

Work effectively with jury members, officials, SOI and Local Organizing Committee 1 2 3 4 5

Specific Examples/Comments:

### RELIABILITY & DEPENDABILITY

Manages time and workload effectively to meet assignment responsibilities  
Completes tasks and/or assignments on time. 1 2 3 4 5

Properly prepared and attends scheduled meetings/site inspections 1 2 3 4 5

Specific Examples/Comments:

### JUDGMENT AND DECISION MAKING

Makes thoughtful, well-reasoned decisions, exercises good judgment, resourcefulness and creativity in problem solving. 1 2 3 4 5

Able to solve problems in an efficient, practical and diplomatic manner.  
Accountable for results 1 2 3 4 5

Ability to lead a group towards a decision, solution or proposal 1 2 3 4 5

Specific Examples/Comments



### COMMUNICATION SKILLS

- Clear, organized and effective in written and oral communications 1 2 3 4 5
- Listens and comprehends well. 1 2 3 4 5
- Logical in explaining opinions and decisions 1 2 3 4 5

Specific Examples/Comments:

### KNOWLEDGE AND ADHERENCE TO RULES AND PROCESSES

- Demonstrates clear understanding of roles and responsibilities of a Technical Delegate 1 2 3 4 5
- Demonstrates a comprehensive knowledge of the most recent version of the International Federation, Special Olympics sports rules, Article I 1 2 3 4 5
- Demonstrates a comprehensive knowledge and compliance of policies and procedures set forth by SOI and LOC 1 2 3 4 5
- Ensures the rules are followed 1 2 3 4 5

Specific Examples/Comments

### CONDUCT OF COMPETITION

- Divisioning (evenness of division achieved, competitive division, no 1 person/team division, divisioning goals are met, divisioning issues are resolved effectively) 1 2 3 4 5

Specific Examples/Comments:

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- Field of Play (set up safe and in accordance with standards of Special Olympics and International Federation, field of play operations and flow effective and efficient) 1 2 3 4 5

Specific Examples/Comments:

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- Competition Format is utilized to provide a competitive, safe and fair competition. 1 2 3 4 5



Competition format is determined and communicated in advance and at coaches' meeting. 1 2 3 4 5

Specific Examples/Comments:

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Abide by policies and procedures for competition schedule management (adherence to published competition schedule, timely communication of schedule approval and any changes due to extenuating circumstances) 1 2 3 4 5

Specific Examples/Comments:

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Coaches, officials, and jury meetings are well prepared, clear and concise and executed with professionalism. Questions are answered with accuracy. 1 2 3 4 5

Specific Examples/Comments

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Protests are handled according to the rules and policies, communicated effectively and in efficient and diplomatic manner 1 2 3 4 5

Specific Examples/Comments:

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Name of Assessor: \_\_\_\_\_

Assessor (check appropriate box)

- SOI
- Local Organizing Committee
- Technical Delegate/Assistant Technical Delegate
- Unified Sport Delegate
- SO Connect Subject Matter Expert
- Official
- Athlete
- Coach
- Jury Member
- Other

Would you recommend the technical delegate to be considered for future Games  YES  NO  
Provide narrative explanation for reasoning.