



DESCRIPTION SUMMARY

The Unified Sports Delegate shall represent Special Olympics, Inc. (SOI) with authority for overseeing the Unified Sports Competition Protocol and shall be responsible for ensuring that the Local Organizing Committee (LOC) correctly interprets, implements and enforces Special Olympics Unified Sports rules. The Unified Sports Delegate is assigned to one or several Unified Sports Competitions depending on their sport background and onsite needs. S/He is part of the Unified Sports Evaluation Committee (USEC) and reports directly to the SOI USEC lead persons. S/He will manage a group of volunteer observers that are assigned to support USEC work. The Unified Sports Delegate shall consult with the Sport Technical Delegate regarding any penalties, disqualifications or suspensions due to observed violations of the Unified Sports “Principle of Meaningful Involvement”.

KEY ACCOUNTABILITIES

General

- Has authority regarding all matters related to the Unified Sports Competition Protocol.
- Advises on advanced communication to Programs regarding the Unified Sports Competition Protocol.
- Assumes the same roles of responsibilities during the Pre-Games (test event) as during Games time and after Games time as outlined in remainder of this document
- Evaluates Pre-Games (test event) at the World Games host site
- Respectfully abides by the established communication guidelines and written reporting systems set forth by SOI and the LOC. This includes replying to projects and queries through email or other communication methods within a 72 hour (3 days) time period.
- Represents SOI in a professional manner at all times. Failure to do so will result in dismissal.
- Consistently and faithfully prepares for and participates in scheduled meetings and functions
- Processing of Expenses:
 - The LOC shall reimburse necessary and reasonable out of pocket expenses including equipment, travel (economy class) and supplies approved in advance by the LOC. Receipts must be submitted to the LOC within 15 days.
 - SOI/LOC shall not be responsible for any time missed from the technical delegate’s employment.
 - SOI and/or the LOC shall provide travel arrangements and cost, accommodations, meals and ground transportation for the technical delegate for the various planned meetings and functions.

Before Games

- Advises LOC on the requirements needed to effectively follow the Unified Sports Competition Protocol.
- Provides input for the registration forms and process.
- Reviews the World Games registration information for the sport ensuring that Unified Sports event standards are being met.
- Advises the LOC on the needs assessment, recruitment, selection and training of Unified Sports Evaluation Committee (USEC) Observers
- Communicates with the TD regarding procedures to implement the Unified Sports Competition Protocol.
- Approves the Unified Sports specific content of the Coaches’ and Officials’ Handbook (i.e. technical manual).
- Arrives at the site of World Games on an agreed upon date by SOI.



During Games

- Serves as the expert authority regarding the implementation of the Unified Sports Competition Protocol inclusive of issuing warnings and penalties for violations of Principle of Meaningful Involvement.
- Has responsibility/authority for compiling warnings, suspension or disqualification reports for violations of the Principle of Meaningful Involvement.
- Provides the Sport TD any Unified Sports content needed for coaches' meetings and officials' meetings.
- Participates in coaches' and officials' meetings as needed.
- Must be present at the competition venue for the duration of the Unified Sports competition.
- Abide by all policies and procedures set forth by the collaborative effort of SOI and the LOC.

After Games

- Submits the standardized after action report which details planning, implementation, management and recommendations for future Special Olympics World Games no later than fifteen (15) days after the last day of competition.

QUALIFICATIONS

- Must have completed SOI's on-line Unified Sports Course
- Must have significant Unified Sports technical experience.
- Must be proficient in the latest version of the Special Olympics Unified Sports rules.
- Has full understanding of management and structure of a sports competition as a whole.
- Ability to commit to the full duration of the Unified Sports competition.
- Must exhibit strong leadership and management skills.
- Able to solve problems in an efficient and diplomatic manner.
- Must speak proficient English.

SOI STAFF LIASION

Senior Manager, Sport and Competition

TERM OF APPOINTMENT

From the time of receipt of written notification of selection until 30 days after the conclusion of World Games, unless determined earlier by either SOI or the Unified Sports Delegate.