

SAINSBURY'S 2015 SCHOOL GAMES

ROLE DESCRIPTION: CHEF DE MISSION

OVERALL ROLE:

To provide support to the sport's Single Point of Contact (SPC) to ensure the smooth planning and delivery of the sport's representation at the Sainsbury's 2015 School Games and in creating a positive experience and environment for every athlete and member of team staff from the sport to achieve their aims.

RESPONSIBLE TO:

The National Governing Body's (NGB) Single Point of Contact

DATES REQUIRED:

- Friday 26th June - attendance at the School Games Orientation
- Wednesday 2nd (1pm onwards) – Sunday 6th September 2015 inclusive
- Additional time/days for preparation/training/School Games Orientation as directed by the SPC for the sport

RESPONSIBILITIES:

PRE-GAMES:

- To input into Games planning and policies for the sport in partnership with the SPC
- To attend the School Games Orientation and assist in the training and orientation of Team Managers, team staff and team attachés as required
- To have attended a sports coach UK Safeguarding and Protecting Children workshop (or equivalent) within the last 3 years

GAMES TIME:

- Assist the SPC in managing communications and communication flows between athletes, Team Managers, team staff and Games Services as required during the Games
- Create and promote a positive team spirit and experience for all Team Managers, team staff and athletes
- Manage any issues within the sport relating to discipline or non-compliance with Codes of Conduct as required
- Represent the sport as required e.g. key Games time meetings, media, functions
- To attend daily Games Services Meetings at the Athletes' Village
- Carry out any other duties as required and assigned by the SPC
- To be an ambassador and role model for the sport

POST GAMES:

- To manage and conclude any post-Games disciplinary issues or sanctions
- To contribute to the S2015SG evaluation process and produce post-Games reports as required

PERSON SPECIFICATION:

- Experience of managing, and getting the best out of people
- Experience in creating a positive environment for Team Managers and team staff to perform to their best
- Positive role model for the sport, Team Managers and team staff
- Has completed the relevant checks and training in accordance with NGB requirements and the Sainsbury's 2015 School Games Safeguarding Plan
- Experience in controlling and managing challenging behaviour, and able to enforce the Sainsbury's 2015 School Games Codes of Conducts and the Safeguarding Plan
- Has effective communication skills, both written and verbal, and is able to direct and cascade information accurately and effectively