

## **JOB OPENING FOR SPORTS DIRECTOR – MALE AND FEMALE**

Special Olympics Bharat is a National Sports Federation also registered under the Indian Trust Act 1882 in 2001 and is accredited by Special Olympics International to conduct Special Olympics Programs in India. It is recognized by the Ministry of Youth Affairs & Sports, Government of India as a National Sports Federation in the Priority Category, for development of Sports for Persons with Intellectual Disabilities and is a designated Nodal Agency for all disabilities on account of its national presence and experience, especially in rural areas which account for nearly 75 per cent of the disabled population in India.

Special Olympics Bharat is looking out for **SPORTS DIRECTOR MALE & FEMALE** to join its team.

### ***Job Opening for Two post Sports Director Male and Female***

**Location:** Delhi

**Experience:** 7 to 10 years.

**Expected CTC:** 8L to 10L per annum.

As a member of staff with Special Olympics Bharat, your role as Director, Sports is to establish good quality sports programmes for people with intellectual disabilities across the Indian region through Special Olympics country programs. You will need to build a working knowledge of sports delivery as it relates to our all states and union territories programs and support the design and delivery of activities, events, partnerships, and projects that allow Special Olympics and disability sport to flourish in each country. The position of Director, Sports is full-time and required to pursue the 2024-2027 strategic plan with oversight of 4 distinct areas of Sports development and delivery for the Indian region:

- Multi-year Sports Development Planning
- Coach Development
- Sports Partnerships
- Competition Development and International Sports Event Readiness

The Director manages a small team of Sr. Sports Manager and Assistant Sports Manager to deliver this strategy, reporting directly to the CEO and General Secretary and working closely with various colleagues within the India region and across the world.

## **Essential Skills & Qualifications:**

- Team player ready to work within a high-pressure environment with limited resources.
- Bachelor's degree in Sports Management, Physical Education or equivalent
- Proven Project and Event Management experience
- Knowledge of Grant Report writing and Administration
- Multi-stakeholder and partner stewardship experience
- Strong desire to widen sports participation for underprivileged and excluded communities.
- Ability and demonstrated desire to collaborate internationally.
- Fluent in speaking and writing English.
- Strong skills in innovation, collaboration, problem-solving, teamwork, and vision
- Sound planning, organization, coordination skills
- Diplomacy skills and familiarity with a variety of cultures
- Excellent communications skills, both verbal and written
- Excellent ability to use MS Office applications.
- Able to join meetings at hours outside of standard working hours.

## **Qualifications and skills**

- Master's degree in a Sports related discipline.
- Diploma Course in Special Education
- 5 years of professional experience working with Special Olympics International or Asia Pacific or a similar sports development organisation.
- Experience as volunteer in the non-profit sector
- Experience as a Special Olympics Staff Member or Volunteer
- Knowledge of Sports Development frameworks.
- Experience with project management systems such as Smartsheet's
- This person should have a working knowledge of the Indian region and sports delivery within it.

## **Primary Responsibilities:**

### **Sports Capacity and Planning**

- Ensure that all National Programs achieve basic standards of sports delivery across the region and progress along a consistent ongoing roadmap of improvement.
- Establish a robust system of profiling and tracking the sports performance of all National Programs in the region.
- Guide the gathering of sports-based data across the Region.

- Support the development of good quality governance across each Program's sports activities through management of annual sports planning.
- Develop ways of sharing best practices between Programs to support a culture of excellence and collaboration using workshops, Leadership Conferences, and other events as a platform.
- Manage Sports Grants to Programs – establishing an overview of awards, reporting, performance, and evaluation.

### **Coach Development**

- Support the rollout of global Coach Development standards.
- Support Asia Pacific country programs through the creation of tools and knowledge training sessions to improve Sports Quality in coaching standards across Special Olympics sports.
- Support the design and delivery of global coach development projects supporting country programs to improve coaching standards and the athlete experience at all levels of the organization.
- Support tracking, review, evaluation, and feedback on the action plans.

### **Sports Partnerships**

- Seek and work with external partners that can contribute to the delivery of Special Olympics sports activities.
- Oversee the development of effective relationships between Country Programs and Sports Partners across the region.
- Support the design and activation of sports partnerships across the region.

### **Competition Management**

- Build on the introduction of competition readiness standards to ensure all country programs institute protocols that put athletes and delegations in the best position to smoothly participate in any special Olympics competitions at all levels of the movement.
- Oversee the adoption of a regional competition sanctioning system.
- Promote the sharing of best practices between programs to improve competition hosting capabilities across the region.
- Support the development of a regional games bidding and evaluation processes.
- Oversee the delivery of competition management workshops.

### **Additional Responsibilities**

- Support the continued development and engagement of the Regional Sports Input Council and the SOAP Board to strengthen sports delivery.

- Support SOI in the design of projects and activities by providing insight into regional capabilities.
- Any other duties as requested from time to time.

Kindly send your resume on [hire@specialolympicsbharat.org](mailto:hire@specialolympicsbharat.org) on or before **20<sup>th</sup> December 2023**. Kindly add the mail body subject as “Application for Sports Director Male/Female)