

SAINSBURY'S SCHOOL GAMES 2015

ROLE DESCRIPTION: TEAM ATTACHÉ



OVERALL ROLE:

To provide practical and/or administrative support to a Team Manager (TM) as required, to ensure every athlete has a high quality experience at the Sainsbury's School Games 2015. This is a critical support role for the Games and enables a real insight into the work of a Team Manager and the operations of an Athletes' Village at a multi-sport Games.

DATES REQUIRED:

- Thursday 3rd - Sunday 6th September (inclusive)
- Role specific training day as advised by the Volunteer Manager

RESPONSIBILITIES:

- To make contact with designated TMs at least two weeks prior to the Sainsbury's School Games 2015 to confirm roles and responsibilities as guided by the TM.
- To meet the Chef de Mission and/or the TM at an agreed time on arrivals day at the Sainsbury's 2015 School Games, and to assist the TM where needed e.g. providing tours, liaising with the Games Services Team and/or assisting with the team's arrivals process.
- To accompany the team as required at training, competition, catering, athlete down time and other activities as requested by the TM.
- To assist the TM as required, in supporting individuals and teams. Specific duties could include;
 - ensuring all athletes report at the agreed times for transport, catering, training and competition.
 - liaising with Games Services to access Games time information.
 - solving any problems and/or issues which may occur.
- To read and abide by the School Games Manual and Safeguarding Plan.
- To report into the Team Attaché Manager(s) on a regular basis / as required Games time to discuss the Games time experiences.

PERSON SPECIFICATION:

- Be over 18 yrs at the time of the Sainsbury's School Games 2015.
- Have access to a mobile phone for communication during the Games.
- Have experience of working with young people in a sports based setting, including residential trips.
- Have completed the relevant checks and training in accordance with the Sainsbury's School Games 2014 Safeguarding Plan.
- Be young people focussed and able to effectively communicate with team managers, volunteers and Games Services Team members.
- Be able to follow instructions as directed by TMs.
- Have good communication and listening skills.
- Be able to work on own initiative and also able to work effectively within a team.

This is not a definitive role description/person specification, more a guideline of the potential within the role. It may be amended from time to time following consultation.