

# 2026 USA GAMES, Minneapolis, MN

## Coach Position Description & Application

**Special Olympics**  
Montana



**Volunteer Position Title:** Coach (sport specific) – 9 positions available

**Sports:** Athletics – Track & Field (1), Bocce (1), Bowling (1), Gymnastics (1), Golf (1), Swimming (1), Basketball (3)

**Reports to:** Head of Delegation (HOD), Assistant Head of Delegation (AHOD)

**Position Summary:** Each Coach will provide technical assistance and chaperoning support to the athletes of their respective sport, from the time of selection (August 2025) through post-Games evaluations (July 2026). Coaches are also responsible for communication of all information updates to your assigned athletes, their family members and local coaches. Coaches will ensure that all their athletes are training with appropriate supervision. Each coach is to ensure the athletes, partners and coaches of Team Montana experience the competitive and social benefits of participating in the USA Games.

### **Qualifications**

All Coaches MUST have:

- A minimum of 2 years coaching experience in your respective sport. Experience is not restricted to training Special Olympics athletes.
- Technical knowledge in the specific sport.
- Excellent communication and organizational skills.
- Exceptional leadership abilities and a willingness to see the needs of the team above the needs of the individual.
- An ability to work as a functional team member within the guidelines of the Team Montana management structure.
- A current Special Olympics certification in the respective sport, or willingness to receive an official sport coaching certification from SOMT staff.
- Experience coaching Special Olympics athletes/partners in the sport you are applying for at the State level.
- Experience coaching at a USA or World Games level is an asset but not required.
- The ability to work with athletes of all ability levels in their sport.
- Must have all paperwork on file with SOMT and remain a coach in good standing throughout the USA Games process.
- Must be a certified Level 2 coach through the SO Learning Portal or willing to become certified.

**Essential Responsibilities** (included, but are not limited to, the following):

#### **Pre-games**

- Ensure that all athletes within your sport are training with a local coach. This includes cross training to be conducted during the off-season.
- Work within the lines of communication set by Team Montana HOD/AHOD.
- Communicate regularly with local coach(es), athletes and their families regarding all aspects of USA Games, especially as it pertains to training and competition.
- Assist with compliance of registration and uniform procedures as needed.

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- Make sure athletes have followed all Team Montana guidelines leading up to the games and continue to follow them at the games (athlete guidelines will be provided).
- Act as a role model and conduct yourself within the Coach Code of Conduct.

### **During USA Games:**

- Chaperone athletes to ensure the appropriate supervision of all athletes is provided 24 hours a day – 7 days a week. This includes travel times, as well as on site in Minneapolis. This could also include responsibilities to athletes outside of your respective sport.
- Ensure that during USA Games, competition rules are being enforced appropriately and those Team Montana athletes within your sport have a fair and equitable competition experience.
- Ensure athletes assemble on time for all activities (competitions, special events, meals, meetings, etc.).
- Ensure that athletes have the opportunity to participate in activities outside of the sport (FAN ZONE, Healthy Athletes, Special Events, etc.)
- Act as a role model and conduct yourself within the Coach Code of Conduct.

### **Post Games:**

- Participate in an evaluation process lead by the Team Montana HOD/AHOD.

### **Time Commitment**

- Serve and fulfill responsibilities from the time of your appointment to Team Montana as a Coach, through the completion of the USA Games.
- Travel to and from the USA Games site with the Delegation – anticipated dates of travel are June 17 – June 27, 2026 (to and from Great Falls, may adjust dates based on your hometown or set SONA travel dates).
- Be available/on call 24 hours a day for the length of the Games.
- Be able to put 2-5 hours per week from time of appointment through Post Games toward Games related tasks. This includes communicating with athletes, family members and local coaches.

**Financial Compensation:** Individuals are not expected to cover all expenses associated with serving as a Coach for Special Olympics Team Montana. You will be asked to support athletes and unified partners in fundraising efforts ahead of the games. SOMT will cover all Team Montana coach gear (general wear, backpacks, travel bags, etc., as well travel to and from Minneapolis from a set point within Montana. SOMT or the LOC will cover expenses associated with the delegation during the USA Games. Coaches will be responsible for personal purchases and souvenirs.

**Application due December 31, 2024 – Application continued on Page 3.**



### Application Process

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All applicants must complete and submit the following materials:

**Application Form** – Signed by your Local Program Coordinator or a fellow coach/Special Olympics volunteer you have worked with during the past year.

**Headshot Photo** – Photo must meet the following requirements: photo size must be 2x2 inches, capturing from slightly above top of hair to middle of chest. The background should be plain white or off-white and the head should be positioned directly facing the camera.

**Letter of Support** – One letter of support is required. This letter may be completed by the following: current SOMT athlete, family member of an athlete, or another Special Olympics volunteer with whom you have worked with in the past year.

**Volunteer Application/Background Check/Coach Code of Conduct** – Current and on file at the State Office.

**Concussion Training & Sport Specific Cert.** – Current and on file with the State Office.

**Level 2 Coach Certification** – Completed through the SO Learning Portal. Current and on file with the state office OR willingness to become certified.

*Application and materials are due by **December 31, 2024.***

*Final interviews and selections to be completed **January 6, 2025 – February 1, 2025.***

### General Information

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First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Delegation: \_\_\_\_\_



**Sport & Certification Information**

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Please indicate the sport in which you are applying for the Coach position (check one):

- Athletics
- Basketball
- Bocce
- Bowling
- Golf
- Gymnastics
- Swimming

Please detail, in your selected Special Olympics sport, your coaching, travel, officiating and/or management experience:

Does your Special Olympics experience include supervising daily activities of athletes including personal hygiene support and/or daily living skills assistance? Please explain.

Please detail your experiences, beyond Special Olympics, in your selected sport:



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Do you understand a current Volunteer Background Check is required to complete your application? Yes \_\_\_\_ No \_\_\_\_

Do you have a current Level 2 certification through the SO Learning Portal? Yes \_\_\_\_ No \_\_\_\_

I have read and understand the job description and general expectations of this position and that the information I have given Team Montana is true and complete. I understand the Team Montana Management Team may remove me from the delegation if I fail to meet the requirements of the job description or act outside the Coach Code of Conduct.

I have attached one letter of support, and a headshot photo as outlined in the Application Process.

I have verified with the SOMT state office that I have a Volunteer Application/Background Check, Coach Code of Conduct, Concussion Training, and status of Level 2 Coach Certification\* on file that is current and valid through the 2026 USA Games.

*\*Coaches may be considered without Level 2 Certification but would need to complete the certification by April 30, 2025.*

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Signature of Applicant

Date

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Signature of LPC or Coach

Date

**Please submit application and materials electronically by December 31, 2024, to:**

Brittani Bush, VP Sports – Special Olympics Montana

PO Box 3507 Great Falls, MT 59403

Email: [bbush@somt.org](mailto:bbush@somt.org) Fax: 406-770-4454