



Volunteer Position Title:	Medical Personnel (MP)
Team / Program:	2022 National Games
Time Commitment:	Approximately 6 hours a week from September 2021 to November 2022 Attend Team Officials Camp Nov 2021 (2 days – date TBC) Attend Team Training Camp Feb 2022 (2 days - date TBC) Travel to Launceston from 16-23 October 2022
Location:	Launceston, TAS
Reporting To:	See below
Screening / Training / Accreditation Requirements:	<ul style="list-style-type: none"> – Special Olympics Australia Volunteer – Working with Children’s Check – Police Check – Current First Aid/CPR Certificate – Qualified practicing medical professional i.e., doctor, registered nurse

Description of the Role: Head Medical (HM)

The Head Medical is responsible for working with the HOD and SOA to ensure all medical related requirements associated with teams are adhered to and the welfare of all athletes is paramount in both preparation and during the Games.

The HM will be the primary contact between the HOD and the Medical support team to ensure all medical related requirements are met and to ensure the team is prepared to compete at the Games.

During the Games, the HM will coordinate any medical support required by the team. They will also ensure that all team medical support officials understand their roles and responsibilities and are fully prepared for the Games.

Description of the Role: Medical Support (MS)

The Medical Support is responsible for working with the HM to ensure all medical related requirements associated with teams are adhered to and the welfare of all athletes is paramount in both preparation and during the Games.

The MS will be the contact between the allocated sports and the Head Medical to ensure all medical related requirements are met and to ensure the allocated sport/s is prepared to compete.

During the Games, the MS will facilitate in liaison with HM any medical support and or treatment as required by the sport/s.

Competencies, Skills, Experience, and Education:		
Competencies / Skills	Essential	Desirable
	<ul style="list-style-type: none"> - Excellent administrative and organisational skills - Excellent people and interpersonal skills - Excellent communication skills - Excellent teamwork skills - Highly organised with the ability to work in a calm manner when under pressure - Has awareness of the needs of athletes with an intellectual disability - Candidate must be physically fit, healthy and the ability to work consecutive long hours for the duration of the tournament 	
Experience / Education	Essential	Desirable
	<ul style="list-style-type: none"> - Qualified practicing medical professional i.e. doctor, registered nurse, allied health professional - Experience working with people with a disability 	<ul style="list-style-type: none"> - Experience working with Special Olympics - Experience working with travelling teams

Performance Area	Key Tasks	Performance Indicators
Pre-Games	<ul style="list-style-type: none"> - HM to work with HOD & SOA to collate all required medical information - HM & MS to prepare medical register and athlete medication timetable and distribute to Head Coaches (HC) prior to travel with clear instructions and support for implementation - Ensure all medical concerns and arrangements of the teams are addressed - Communicate with any athletes, parents/carers regarding medical requirements, prior to the Games - If you are not currently involved in SOA, volunteer for a minimum of 20 hours within your club or state prior to the Games 	<ul style="list-style-type: none"> - Successfully collated and distributed comprehensive medical information - Medical register and athlete medication timetable prepared & distributed by deadline set - Effectively communicated with athletes, parents/carers and coaches of any medical requirements and concerns - Volunteered with SOA prior to the Games
During Games	<ul style="list-style-type: none"> - Administer athlete medication, injury treatment and recovery sessions - Provide advice to coaches regarding the effects of injury/illness to an athlete on their competition performance and include any injury management strategy to support the welfare and performance of the athlete - Discuss with athlete and help them understand the severity of any injuries/illnesses sustained - HM to prepare and provide a daily report to HOD on all injuries and incidents 	<ul style="list-style-type: none"> - Effectively administered athlete medication and medical support - Provided advice to coaches on managing athlete illnesses within the team - Athlete and coach understood the extent of their injuries / illnesses and were provided with medical advice to effectively manage injury/illness - HM has provided comprehensive daily reports to HOD

Post Games	<ul style="list-style-type: none"> - MS to compile all completed medical and injury reports and submit to HM for reporting to HOD one month after the Games - Participate in a debriefing session with HOD - Resolve any outstanding matters, closing of all responsibilities before exiting the role 	<ul style="list-style-type: none"> - Reports compiled and provided to HM and or HOD within set time frame - Participated in de-brief session with HOD and resolved any outstanding matters
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Key Relationships and Interactions:	
Internal	SOA, State Committee, Head of Delegation, Assistant Head of Delegation, Head Coaches, Coaches, Team Support, Medical Personnel, Athletes
External	Parents/Carer(s), Clubs