

VSA Assignment Description

Assignment Title	Coach Development Facilitator
Country	Solomon Islands
Location	Honiara
Partner Organisation	National Sports Council
Duration	12 months
Sustainable Development Goals	

41485

1. Partner organisation overview

The National Sports Council (NSC) of Solomon Islands was started by an act of Parliament in 1988. The purpose of the organisation is to foster and promote the development of sport and recreation in Solomon Islands; provide facilities for sport and physical recreation; conduct research and disseminate knowledge and advice on matters relating to sport and physical recreation; and collaborate with external stakeholders to secure benefits from facilities, training and expertise offered. Currently NSC is working with other local stakeholders to prepare for the 2023 Pacific Games to be held in Solomon Islands - the largest sporting event in Solomon's history.

NSC is funded predominately by the Solomon Island Government, supplemented by sponsors and partner organisation. Currently the organisation has six staff and is working towards recruiting staff into the different roles identified in preparation for the 2023 Pacific Games.

One of the departments within NSC is the Solomon Islands National Institute of Sport (SINIS). SINIS is responsible for high performance. The department works with sporting bodies in the country to ensure that support is given in the different sporting codes that will participate in the 2023 Pacific Games.

2. Assignment overview

The purpose of this assignment is to support SINIS to identify and facilitate more coaching opportunities for parasport coaches and female coaches, and enabling an inclusive professional learning environment. The volunteer will support the upskilling of coaches and support staff who are involved with athletes from over 50 different National teams/sports of Solomon Islands in preparation for the 2023 Pacific Games.

The volunteer will support NSC and SINIS to ensure both female and male coaches, and parasport coaches, athletes and administrators receive the same support and services. NSC would like to ensure that there are deliberate strategies that will focus on enhancing engagement of parasport and female coaches with the coaching department. The volunteer will assist in ensuring there are programmes specially targeting female and parasport coaches.



3. Goal/outcomes/outputs

Goal

A clear pathway for parasport and women coaches in Solomon Islands to enhance their skills, increase opportunities and develop their capacity as coaches.

Outcome 1

Contributes to the development and delivery of coach education, training and development initiatives.

Working with NSC and SINIS staff:

- Increase local staff capacity in understanding and applying general coaching principles, by promoting and encouraging a collaborative approach to all coaches in developing athletes holistically.
- Assist in the of identification and developing of talented coaches in conjunction with sports and coach development officers.
- Develop or enhance protocols, procedures and resources applicable to practise and learning for use in the organisation.
- Develop individual coach performance plans and conduct ongoing monitoring of the plan.
- Assist in the field, mentoring coaches in their setting, in alignment to their individual coach performance plans.

Outcome 2

Create specific programmes and opportunities to identify, engage and develop parasport and female coaches.

- Compile a database of sports clubs/groups and their contacts.
- Provide regular updates on training and funding opportunities.
- Develop sports promotional materials.
- Organise sports programmes and workshops.
- Assist in the field, mentoring coaches in their setting, in alignment to their individual coach performance plans.
- Develop individual coach performance plans and conduct ongoing monitoring of the plan.
- Assist in the of identification and developing of talented coaches in conjunction with sports and coach development officers.
- Support with the transition of elite women and para-athletes to coaching opportunities.

4. Reporting and working relationships and capacity building

The volunteer will be working closely with parasport coaches and female coaches, on a daily basis with their own personal performance plan (focused activities identified from their training needs analysis).

The volunteer will contribute to building the organisation's capacity through the delivery of in-house training and development courses, development of coach manuals and resources along with implementing M&E of each programme.

The volunteer and NSC/SINIS will have an ongoing relationship with the VSA Programme Manager in terms of assignment monitoring, reporting, professional advice and personal support.



As needs on the ground may change over time, the volunteer is encouraged to review and update the Assignment Description on arrival in consultation with the partner organisation and VSA Programme Manager. By their very nature, development situations can involve significant change, so it is advisable that the volunteer periodically review and reflect on the Assignment Description throughout the Assignment to ensure the best development outcomes are being achieved.

5. Selection criteria/position requirements

Person specifications (professional)

Essential

- At least three years' experience with coach development practices.
- Experience working with women in sport, focusing on increasing their opportunities and professional development.
- Experience working with people with physical disabilities.
- Tertiary qualification in PE Teaching or Coaching.
- Three years of experience working in a coaching role.
- Experience working as a part of a team to holistically approach athlete development.

Desirable

- Ability to work across different sports.
- Experience developing and delivering training and education programmes/workshops.
- Experience working in a field associated with people with physical disabilities.

Person specification (personal)

Essential

- Committed to gender equality, children protection and disability inclusion.
- A high level of personal integrity, discretion and tact.
- Hands on, solution focused, adaptable and organised.
- Strong interpersonal and intercultural skills.
- Ability to promote a positive attitude towards work.
- Commitment to team work, coaching, and mentoring others.
- Awareness and sensitivity of cross-cultural settings.
- Patience, tolerance and flexibility.
- Ability to cope with cultural isolation and a different standard of living.
- A preparedness to work with limited resources within a challenging environment.

6. VSA Essential Attributes

- Commitment to volunteering, to VSA and to the partner organisation.
- Cross cultural awareness.
- Adaptability and a willingness to approach change or newness positively.
- Able to form good relationships, both personally and professionally, with work colleagues and in the community.
- Resilience and an ability to manage setbacks.
- Initiative and resourcefulness.
- An ability to facilitate learning through skills exchange.



7. Living Situation

Honiara is the business centre of Solomon Islands and as such is a melting pot for people from all the island groups that make up the diverse nation. A hot and dusty place, Honiara offers most facilities albeit in a fairly rudimentary form. You are strongly encouraged to build relationships in the local community and socialise with Solomon Islanders at every opportunity, as this will enrich your experience of living in Solomon Islands. However, entertainment options are few and far between so the ability to make your own entertainment or willingness to get involved in community activities are important. There are various clubs and social groups in Honiara, which you will get to know with time.

VSA will provide basic, furnished accommodation with gas facilities for cooking. In Honiara, you will have access to power (although power outages can occur), piped water, phone, mobile data internet, restaurants, a variety of shops and an expatriate population. Public transport is very cheap within Honiara. The local bus service is provided by a plethora of vans, and some larger buses. A single fare of SBD3 applies, regardless of the length of the trip. Taxis charge a moderate fare (currently SBD10 per kilometre) but it is wise to establish a fare before commencing a journey.

Most volunteers feel safe in Solomon Islands, but it is important to know the risks and take personal responsibility for your safety. As in many countries, foreigners tend to be the target of petty crime, so always be alert and take precautions. In general, there are no problems moving around the majority of Honiara during the day but it is not safe to walk or catch public transport alone in Honiara after dark.

The volunteer will work across two locations, the NSC office near the CBD, and the SINIS facility in Panatina, approximately 10km from the CBD. Both locations are accessible by bus and have air conditioning. The SINIS facility will be a brand-new facility including a multipurpose sports complex with a range of sport venues, large indoor office complex with meeting rooms, gym, sports med clinic, kitchen, athlete lounge with secure fencing and lighting.

A staff van is available for transport to and from work activities and staff have access to an office, staffroom with lockers, internet, kitchen and gym.

For more information, see <https://vsa.org.nz/what-we-do/countryregion/solomon-islands/>.

Additional information

Residency status

VSA volunteers must be New Zealand citizens or have New Zealand permanent residency status, and currently living in NZ.

Pre-departure briefing

As part of the volunteer's contract, successful candidates will be required to take part in a pre-departure briefing course run by VSA in Wellington and complete all required pre-reading.

Final appointment

Final appointment will be subject to satisfactory medical and immigration clearances (costs covered by VSA), partner organisation acceptance, and successful completion of the pre-departure briefing course.

Family status

VSA supports partners to accompany volunteers on assignments of six months or longer. However volunteers with accompanying dependents will not be considered for this assignment.



Fundraising

Volunteers are encouraged to fundraise at least \$1000 with the support of VSA's fundraising team. Accompanying partners are encouraged to raise the same amount. All funds raised will help VSA keep its programmes in action and support future volunteers.

Vaccination requirements

Potential volunteers are advised that VSA's insurers require volunteers to be inoculated, prior to departure, in accordance with the instructions of VSA's medical adviser. VSA covers the cost of any required vaccinations.

Children's Act

While on assignment, VSA volunteers may be required to work with children and/or may choose to participate in informal activities in their own time that involve interactions with children (such as coaching teams or teaching English). VSA is committed to the protection of vulnerable children and adults, which also includes meeting our commitment under the Children's Act 2014.

The information requested during the application process is necessary to assist VSA to determine applicant suitability to work and/or interact regularly with children, and is part of a series of pre-selection checks undertaken on all applicants for VSA assignments.

Volunteer package

The volunteer's package includes the following:

Reimbursements and grants

1. Volunteers will receive an establishment grant of NZ\$750 to help them set up in their country of assignment. For volunteers with an accompanying partner (whether or not that partner is also a VSA volunteer), VSA will pay an establishment grant of NZ\$1,100 per couple.
2. For two-year assignments, the volunteer will receive a rest and respite grant of NZ\$1000 on completion of the first year.
3. A resettlement grant of NZ\$200 will be paid for each month the volunteer is on assignment. This is payable on completion of the assignment.
4. The volunteer will receive a monthly living allowance of SBD6500.

Accommodation

Basic, comfortable furnished accommodation will be sourced by VSA. In some circumstances volunteers may be asked to share accommodation.

Airfares and baggage allowance

VSA will provide the volunteer with economy airfares to and from New Zealand for their assignment plus a baggage allowance.

Insurance

VSA will provide travel insurance to cover baggage and personal property, and non-routine medical expenses for the duration of the assignment. Further details of the insurance cover will be provided during the volunteer pre-departure briefing.

Utilities

VSA will reimburse volunteers reasonable expenses for household utilities while on assignment.

Final terms and conditions relating to the specific volunteer assignment will be confirmed in a personalised volunteer contract prior to departure.

