



Jammu & Kashmir
Sports Council

Jammu & Kashmir Sports Council

Administrative Block Bakshi Stadium, Srinagar/
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Sub: - Specific Requirement, shortlisting and interview information for hiring of Manpower.

HIGH PERFORMANCE MANAGER: -

ROLE PURPOSE: -

Under the guidance of the Secretary, J&K Sports Council the High Performance Manager, primary responsibilities of the role are: -

- Development and implementation of the J&K Sports Council national high performance programme and policies and the associated training programmes it encompasses.
- To lead and develop a professional, high-performing team to ensure the effective, efficient and economic delivery of performance investment and support programs.
- Provide overall leadership to develop training programs for athletes training in the Khelo India State Centre of Excellence (KISCE), at Fencing Academy, M.A. Stadium, Jammu & Water Sports Centre, Srinagar.
- Work closely with program coaches, sports scientists and athletes in performance monitoring across training and competition settings, to track data and provide detailed analytical information to both.
- Continually monitor new developments in the performance spectrum for knowledge enhancement of Coaches and the members of the high performance team.

KEY CHALLENGES

- Working within a highly competitive, complex multi-sport environment.
- Working together with multiple stakeholders with varying interests and agendas.
- Working to provide cross discipline delivery of performance requirements in close association with other experts.

KEY ACCOUNTABILITIES

Operational	Description
Performance Evaluation	<ul style="list-style-type: none">➤ Ensure performance assessment of all athletes under the applicable schemes in accordance with NSF approved protocols➤ Carry out athlete performance analysis in consultation with the high performance team➤ Continuous evaluation of test protocols with the team to recommend betterment of the system.➤ Work with other team members to assess appropriate intervention policies and athlete requirements and be part of regular athlete assessments and performance reviews.
Monitoring	<ul style="list-style-type: none">➤ Complete training programme designs and implementation at the Khelo India State Center of Excellence (KISCE), at JNS Sports Complex➤ Implementation of Sports Science deductions by the team in correct time frame and coordination.➤ Data entry of all performance tests.
Data Assimilation	<ul style="list-style-type: none">➤ Collection and Data entry of tests in NSRS System.➤ Continuous usage of the system by all Coaches and high performance team members.
General	<ul style="list-style-type: none">➤ Work collaboratively with all Coaches, other Sports Science team members towards organizational and performance driven outcomes.➤ Ensure availability of all lab and field equipment in operational readiness.

ROLES & RESPONSIBILITIES

Role	Description
Performance Driver	<ul style="list-style-type: none"> ➤ Plan, oversee, implement and evaluate all elements of national high-performance program and athlete channels to ensure sustainable excellence by National/KISCE athletes. Ensure Coach led- Athlete centric development. ➤ Document goals and program plans in KISCEs' strategic, high performance, and annual plans. ➤ Provide leadership and technical expertise to all high-performance program stakeholders. ➤ Communicate the vision and goals of the high-performance program. ➤ Advise sports scientists, medical, para medical staff and project managers to study and analyze international developments, performance and rehabilitation and recovery trends. ➤ Attend to training venues, playfield during training hours from time to time and also attend to games and competitions to provide overarching guidance towards Athlete Assessment. ➤ Ensure continuous need analysis by the team for performance enhancement of athletes in conjunction with SAI/NSFs.
Sport Development	<ul style="list-style-type: none"> ➤ Implement Junior athlete development programmes. ➤ Coordinate, integrate and lead talent identification programmes ➤ Develop, promote and implement structured athlete pathways to feed into the high performance system. ➤ Retain and nurture athletes. ➤ Optimize development for athletes and coaches at all levels of sport development pathways.
Organization & Management	<ul style="list-style-type: none"> ➤ Create a winning culture and environment across the high-performance program. ➤ Ensure the provision of optimal coaching, science medicine and lifestyle support to athletes on the high-performance program. ➤ Recruit, direct and manage a coaching and support team with the skills and experience necessary to ensure that the goals of the high-performance plan are achieved. ➤ Set and review annual performance objectives for all High-Performance staff. ➤ Work closely with sports scientists and medical and para medical staff to implement an optimal sports science and medical support structure. ➤ Ensure good staff morale through effective people management practices and behavior.
Personnel Management	<ul style="list-style-type: none"> ➤ Align and support coaches in implementation of performance and training program objectives. ➤ Manage and coordinate the activities of all KISCE Team Programs coaches and staff including sport science and paramedical personnel ➤ Direct and manage KISCE Athletes High-Performance Managers/ Project Managers/ Project Leaders. ➤ Direct high performance administrative work in partnership with CEO/ Regional Directors of KISCE

Eligibility Criteria: High Performance Manager

- a. Master Sports (MSI/PHD/MBA) with at least 10 Years of Research Experience

OR

- b. Eminent players having represented India in Senior Category with at least 5 Years of sports management/ Research experience

OR

- c. Eminent Coach having trained Indian Player with at least 10 years of sports management/ Research experience

Note: - Criteria for shortlisting of candidates for interview shall be carried out on the basis of approved criteria if numbers of candidates are more than five times of the vacancies.

Assistant Coach: -

1. Eligibility for Assistant Coaches to be recruited under Contract

Sl. No.	Eligibility
1	Diploma in Coaching from SAI, NS NIS, or from any other organization Indian/ Foreign University OR
2	Olympic/International Participation OR
3	Dronacharya Awardees

2. Selection procedure:

- a. Through interview including oral test for discipline specific knowledge. In case, number of candidates are more than five times of the vacancies, short-listing of candidates for interview shall be carried out on the basis of approved criteria. Hence, mere fulfilment of eligibility criteria does not entail the candidate to be called for the interview.
 - b. The list of eligible shortlisted candidates for interview along with date(s) and place of interview will be posted on J&K Sports Council's website.
 - c. The Candidates should note that their candidature at all the stages will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any stage before or after Interview, it is found that they do not fulfill any of the eligibility conditions; their candidature will be cancelled by the J&K Sports Council.
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Young Professional: -

Job Description:

- Maintain the data of material/resources to manpower engaged in KISCE
- Assisting, coordinating and managing the implementation of KISCE Scheme
- All work related to administration at KISCE
- Coordinating with different departments in queries related to KISCE
- Drafting of letters, file noting, orders, etc.
- Any other work assigned by the reporting authority
- General:
 - a. Good knowledge of Computers- Windows and Microsoft Office applications especially MS Word, MS Excel
 - b. Confident, self-driven and team player
 - c. Ability to read, write and speak in English, Hindi & Urdu.

Qualifications:

a. Essential:

- i. Masters degree or equivalent qualification/ Bachelor's degree with Post Graduate Diploma in Sports Management or equivalent from a recognized University with minimum 50% of marks

OR

- ii. Graduate with at least Three years of work experience

- b. **Desirable:** Candidates who have represented India at international level and hold a Bachelor degree or candidates with MBA or Post Graduation in Sports Management would be preferred.

Note: - Criteria for shortlisting of candidates for interview shall be carried out on the basis of approved criteria if numbers of candidates are more than five times of the vacancies.

2. Masseur

(Essential Requirements, Short listing and Interview Information)

ESSENTIAL REQUIREMENTS

(a) EDUCATIONAL QUALIFICATIONS.

Passed 10+2 from a recognized board with a certificate course/skill development program for Masseur/Masseuse/Massage Therapy/Sports Masseur/ Masseuse from a recognized institution.

(b) WORK EXPERIENCE.

Minimum 2 years of work experience as Masseur/ Masseuse.

CRITERIA FOR SHORTLISTING OF CANDIDATES FOR INTERVIEW.

Of all the total applications received, short listing of candidates to provide an optimum ratio for the interview will be carried out on following basis:

CATEGORIES FOR EVALUATION	MAX MARKS	SCORING OF MARKS
Higher Educational Qualification	10	Diploma in massage therapy
Total Work Experience	10	2 marks will be awarded for every completed 1 year of work experience as a Masseur/ Masseuse up to a maximum of 10 marks
Work Experience in Sports Establishment.	10	Additional 2 marks will be awarded for every completed 1 year of work experience as Masseur/ Masseuse at a recognized State National level sports organization (Govt. or Private) working with teams/players up to a maximum of 10 marks.

INTERVIEW PROCESS:

The interview will be of 50 marks.

The shortlisted candidates will be called for the interview and assessed as follows:

CATEGORIES FOR EVALUATION	MAXIMUM MARKS(100marks)
Domain Expertise & Practical Knowledge	20
Aptitude for working in a sports organization	10
Soft skills	10
Knowledge in allied sports science disciplines	10

.Strength & Conditioning Trainer/Conditioning Expert:

(Specific requirements, shortlisting and interview information)

1. ESSENTIAL EDUCATIONAL QUALIFICATIONS.

Applications are invited from all interested candidates who possess any of the following degree from a recognized Indian or Foreign University and qualification as follows:

- Bachelors or Masters in Sports and Exercise Science/Sports Science/Sports Coaching.

OR

- Any Graduation with ASCA Level-1 or above/CSCS/UK SCA accredited coach/Diploma in fitness training /Certificate course in Fitness Training from Government Institution.

2. CRITERIA FOR SHORT LISTING OF CANDIDATES FOR THE INTERVIEW.

Short listing of candidates to provide an optimum ratio for the interview will be carried out on following basis:

<u>CATEGORIES FOR EVALUATION</u>	<u>MAX MARKS</u>	<u>SCORING OF MARKS</u>		
Higher Educational Qualifications	10	Masters in Sports and Exercise Science/Sports Science - 10 marks	Masters in Sports Coaching - 7marks	Masters in Physical Education/ Diploma in sports coaching- 5marks
Work Experience	10	Every completed six months of related experience at a recognized State / National level sports organization(Govt or Private) working with teams/players will be given 1 mark, Upto a maximum of 10 marks.		
Strength & Conditioning Certification	15	ASCA Level 3/CSCS (NSCA)/Level 4 (UK) - 15marks	ASCA Level 2/Level 3 (UK)- 10marks	ASCA Level 1/Certificate course in Strength &Conditioning/ fitness trainer level 4 certification from National Skill Development Cooperation of India - 5marks
Percentage of Marks obtained in Graduation	5	$\geq 50\%$ -- $<60\%$ =2 marks $\geq 60\%$ -- $<70\%$ =3marks $\geq 70\%$ -- $<80\%$ =4marks $\geq 80\%$ =5marks.		
Sports achievement	10	International Level (Representing India in a sports event recognized by sports governing bodies)- 10marks	Medal at National Level (Representing his/her state in national competition recognized National Sports Federation) - 7marks	Medal at University/State Level(representing district/university in a state level, university competition recognized by State Sports body or AIU)- 5marks

3. INTERVIEW PROCESS

The interview will be of 100 marks.

The Candidates will be assessed on the following:

CATEGORIES FOR EVALUATION	MAXIMUM MARKS
Domain Expertise	30
Practical knowledge and knowledge of allied sports science disciplines	20
Aptitude for working in a sports organization	15
Principles of training, Programming of training design and its organization	15
Soft skills	10
Pre-Rehabilitation & Injury Management	10

Job Responsibilities:

Designation	Job Responsibilities
Strength & Conditioning Expert	<ol style="list-style-type: none">1. Design and implement strength training and conditioning programs in-season, off-season, and pre-season for all athletes in various programs in a manner that reflects research-driven practices in accordance with the Long-Term Athletic/Fitness Development Model.2. Work in cooperation with the sports medicine or athletic training staff in the rehabilitation and strengthening of injured athletes.3. Facilitate a collaborative relationship among sport coaches, sports medicine, and the strength and conditioning staff.4. Design and implement policies and procedures for the strength and conditioning program in accordance with the guidelines of J&K Sports Council.5. Develop systems for tracking athlete attendance and athlete progress in conjunction with the sport coaches.6. Conduct an annual needs-analysis for each sport team in conjunction with the Coaching staff and sport science team at the conclusion of each sport season.7. Annually conduct and review a departmental risk management plan.8. Complete an annual budgetary proposal for the program that includes routine maintenance, purchase of new equipment, and staffing needs.9. Determine and reinforce expectations for athlete conduct for curricula and extra-curricular activities, as stated in the Centers Athlete Code of Conduct.10. Conduct an annual evaluation including the design of professional development activities.11. Carry out research on newest methods and techniques in Strength & Conditioning domain.12. Analyse data collected from athletes to suggest formation of norms for Indian athletes.13. Actively enter all data needed in the Athlete management System or with respect to performance evaluation of athletes.14. Any other duties assigned by High Performance Manager, Sports Science Head and Regional Head and Secretary, J&K Sports Council.