



NJCTS Tim Howard Leadership Academy Coach Job Description

NJCTS Tim Howard Leadership Academy coaches are invaluable members of the leadership team at the core of the Academy. Coaches are between 20-30, have a TS diagnosis, may have been diagnosed with co-morbid conditions, and ideally have considerable leadership experience. They must have at least two years of college or post-high school work experience to be considered for the position. Coaches are comfortable sharing their own experiences, strengths, and struggles, and are comfortable providing support to others who may be struggling to share their own experiences. The ideal candidate embodies the core values of the Academy (self-leadership, self-advocacy, resilience, and grit) and can draw from their own experiences to discuss how they developed these skills. They also are motivated, comfortable taking charge, responsible, outgoing, communicative, energetic, and can demonstrate positive and respectful language, behavior, and actions during the entirety of their post, including during their scheduled and unscheduled breaks.

Specific responsibilities of Academy Coaches include, but are not limited to:

- Keeping track of a team (about 5-8 participants) as they move between activities and buildings, taking attendance, and ensuring participants arrive at the intended location.
- Ensuring that their team members are prepared for all activities, present for all activities, and on time to all activities.
- Circulating with the participants during activities, presentations, breaks, and meal times to encourage positive behavior and collaboration.
- Working collaboratively with 2-3 other Coaches who are responsible for the same team members.
- Facilitating often emotional discussions in small group “team talk” sessions.
- Speaking sensitively and carefully to participants who may be struggling emotionally.
- Ensuring participants engage in positive social interactions with other members of the group.
- Attending all events and fulfilling all responsibilities/roles at each event, as determined during Coach training sessions.
- Remaining present and engaged during all activities, refraining from excessive cell phone use, side conversations, leaving the activity or larger group setting excessively, etc.
- Serving as an exemplar of the central tenets of the Academy (self-leadership, self-advocacy, resilience, and grit).
- Reporting all behavioral and/or emotional concerns to the Academy Director or other staff.



- Maintaining appropriate professional boundaries between staff and participants at all times.
- Monitoring participant behavior during recreational and “free” times.
- Facilitating recreational activities and other small-group activities, as needed.
- Demonstrating respect and sensitivity for participants’ and staffs’ tics and TS-related behaviors.
- Working with, and supporting, fellow Coaches throughout the Academy weekend.
- Participating in **all** training sessions, Coach meetings, and other Coach-specific activities, including two webinar trainings prior to the Academy, a self-guided Protection of Minors training, and an in-person training session on August 5th, the evening before participants arrive.
- Balancing good self-care with the needs of a larger group.

PLEASE NOTE: A COACH APPLICANT IS ONLY ELIGIBLE FOR CONSIDERATION IF THEY CAN BE PRESENT THROUGHOUT THE DURATION OF THE ACADEMY, INCLUDING THE IN-PERSON TRAINING HELD ON WEDNESDAY, AUGUST 5.