

PARIS 2024

**HQ Team
EOI Process Information**

EOI PROCESS

Thank you for your interest in being a part of the HQ Team for the Paris 2024 Olympic Games. The following will provide you with all of the information that you require to express your interest in these positions.

Paris 2024

The Paris 2024 Games will commence on Friday 26 July and conclude on Sunday 11 August 2024. The Australian Team will be approximately 780 people with 470 athletes and 310 officials (sport officials + HQ staff).

The AOC is seeking expressions of interest for volunteers in our HQ Team in the following areas:

- Medical Services
- Performance Support
- Olympian Services
- Digital & Content

In addition, Sports Medical Physicians/ GP's and Physiotherapists, will have the opportunity to express an interest in positions for the:

- **ANOC World Beach Games** – Bali Indonesia (5-12 August 2023)
- **Pacific Games** – Honiara, Solomon Islands (19 November – 2 December 2023)

Eligibility

In addition to the described selection criteria, you must fulfil the following criteria in order to be eligible to apply:

- Have demonstrated commitment to the Olympic movement and its ideals
- Be available to travel and attend the Games in Paris from early July 2024 to 13 August 2024.
- Be available to fulfil pre-Games requirements including induction/ onboarding (which may require travel).
- Be able to reassign any other professional commitments for the duration of the Games and pre-Games duties
- Be flexible and prepared to take on activities outside of your prescribed role
- Be prepared and understand that during Games-time there is a requirement to work long hours in high intensity situations

Time Commitment

Pre-Games:

- Attendance at 2-3 function specific training days held in 2024
- Attendance at 3-4, 1.5 hour video conference training sessions in the lead up to Games
- Complete online compliance training ~1.5 hours
- Ability to call into function specific planning meetings for the Games as required
- Functional Leads will contribute time to planning and preparation for Games-time.

Games-Time:

- Attendance at the 2024 Paris Olympic Games - early July –13 August 2024

Further information

- Timing of positions may vary; some roles may be required for the whole period and others part of the time.
- Offers will be made for positions on the team and for those who will be held as a reserve for a position in the event that a team member is unable to attend, or circumstances change and the requirement for a particular role increases.

Appointments

Appointments made through this EOI process are volunteer positions.

- If you are an employee of a National Institute or Olympic Member Sport a secondment arrangement will be made with your organisation.
- If you are not an employee of a National Institute or Olympic Member Sport a volunteer agreement will be put in place directly with you.
- For individuals providing your professional services as part of the role, you may be eligible for an honorarium payment.

Appointments will be made by the end of May 2023. If the process has not been completed by this time, you will be notified of an alternate date.

HOW TO APPLY

Please complete the EOI form at this [Link](#). The closing Date: **Sunday, 26 February 2023.**

Please note that you will need to complete this in one (1) sitting as there is not the opportunity to save. To complete the application you will require:

- Resume
- Evidence of qualifications
- Passport style photo
- WWCC

You will also be asked to answer some specific questions. You can find the questions at the end of this document. You will be able to copy and paste your answers into the EOI form.

SELECTION PRINCIPLES

The following Selection Principle will be used to determine the appointments for the Paris 2024 HQ Team:

Background

- Positions in HQ for the Australian Olympic Team are highly valued.
- It is important that there are fair and consistent principles applied when selecting the volunteers.
- It is important that we build the HQ team with a view to providing the best possible service to athletes at the Paris 2024 Games and at future Games (ensuring that we are keeping a view on succession planning).
- The selection principles should:

- Pick the most suitable people (whole of team, not individual) to provide optimal services in Paris
- Outline the behaviours that we wish to encourage in the next Olympic cycle, that is, between LA 2028 and Brisbane 2032.

Experience	Ranking	Principle
Olympic sports versus non-Olympic sports	Olympic sport experience is ranked more highly than non-Olympic sport experience	While all sports experience is well regarded, we wish to reward and acknowledge those who have particular expertise in Summer Olympic sports.
Touring versus office-based Olympic service	Touring internationally is ranked higher than touring domestically, which is ranked higher than office-based service	While some individuals work in the NIN, seeing Olympic athletes as part of normal paid daily employment does not involve the same commitment to service as touring with Olympic sports domestically or internationally.
Olympic service in the more recent quadrennial versus Olympic service since Rio	Service to Olympic sports in this quadrennial (since Tokyo 2020) is ranked higher than Olympic service prior to Rio	While all Olympic service is valued, we wish to ensure that individuals remain motivated to service Olympic sports if they wish to position themselves to potentially be part of the AOT. Olympic service in the distant past, does not necessarily entitle an individual to a position on the AOT.
Gender equity	Gender equity is an important consideration in selecting the HQ team.	The athlete population travelling to Paris will be approximately 50% females, 50% males. In the interests of appropriate balance and principles of child protection, safeguarding, and gender equity should be taken into consideration.
Renewal and succession planning	Individuals who have already served 2 Olympics or more in the one role, will be more favourably considered if they are applying for a more senior role in their third Olympics.	While experience is highly valued, it is important in any organisation that there is a constant input of fresh talent and fresh ideas.
Summer Olympics experience with Australian Teams versus Olympic teams of other nations	Summer Olympics experience with Australian teams is more highly ranked	We wish to motivate individuals to dedicate their time and efforts to Australian Summer Olympic sports
Diversity of skill sets	Team selection is not all about individual skill sets. The team will be chosen such that it brings to the AOT a broad range of skill sets including experience, specialisations and backgrounds.	Team selections are designed to deliver the best 'team', not necessarily the team as best 'individuals'

ROLE SPECIFIC SELECTION CRITERIA

PERFORMANCE SUPPORT

ROLE	PURPOSE	SELECTION REQUIREMENTS
Deputy of Performance Support (Note that this is not a stand alone position and will combine with a Lead role within the team)	Support the Chief of Performance Support to ensure the performance plan is executed.	Demonstrated experience in a comparable position within Olympic Sports.
Strength & Conditioning Lead	Lead and implement the strength and conditioning services for the AOT.	Experience in the following: <ul style="list-style-type: none"> • Developing and implementing a Strength & Conditioning plan • Working within Olympic Sports and/or high- performance system within the discipline • Successful travel with teams to international competition • Possess appropriate qualifications in sport science and/ or physiology
Strength & Conditioning Coach	Deliver the strength and conditioning services for the AOT.	Experience in the following: <ul style="list-style-type: none"> • Working within Olympic Sports and/or high- performance system within the discipline • Successful travel with teams to international competition • Possess appropriate qualifications in sport science and/ or physiology
Recovery Lead	Lead and implement the recovery services for the AOT.	Experience in the following: <ul style="list-style-type: none"> • Developing and implementing a Recovery plan • Working within Olympic Sports and/or high- performance system within the discipline • Research in the field of recovery fatigue and performance enhancing strategies • Successful travel with teams to international competition • Possess appropriate qualifications in sport science and/ or physiology
Recovery Physiologist x2	Deliver the recovery services for the AOT.	<ul style="list-style-type: none"> • Working within Olympic Sports and/or high- performance system within the discipline • Research in the field of recovery fatigue and performance enhancing strategies • Successful travel with teams to international competition

ROLE	PURPOSE	SELECTION REQUIREMENTS
		<ul style="list-style-type: none"> Possess appropriate qualifications in sport science and/ or physiology
Nutrition Lead	Lead and implement the recovery services for the AOT.	<p>Experience in the following:</p> <ul style="list-style-type: none"> Developing and implementing a Nutrition plan for multi-sport teams Experience in the preparation of food and food service Successful travel with teams to international competition Possess appropriate qualifications in nutrition and food preparation
Nutritionist x2	Deliver the nutrition services to the AOT.	<ul style="list-style-type: none"> Experience in the preparation of food and food service Successful travel with teams to international competition Possess appropriate qualifications in nutrition and food preparation
Performance Analyst Lead	Develop and Lead the Performance Analyst support for the AOT.	<ul style="list-style-type: none"> Experience in working with sports to service their requirements and leading a team Working within Olympic Sports and/or high- performance system within the discipline Strong ability to problem solve and provide technical support Successful travel with teams to international competition Possess appropriate qualifications
Performance Analyst Support	Support sports with their Performance Analytics requirements.	<ul style="list-style-type: none"> Working within Olympic Sports and/or high- performance system within the discipline Strong ability to problem solve and provide technical support Successful travel with teams to international competition Possess appropriate qualifications

*Note: The number of positions may change as requirements are finalised. Reserves will also be identified through this EOI

MEDICAL SERVICES

ROLE	PURPOSE	SELECTION REQUIREMENTS
Deputy CMO	Support the CMO to ensure the medical plan and services are executed.	<ul style="list-style-type: none"> • Demonstrated experience in a comparable position within Olympic Sports • Australian registered medical practitioner • Fellowship of the Australasian College of Sports Physicians
Sports Physician x 2	Provide medical support to the AOT & provide support to CMO.	<ul style="list-style-type: none"> • Australian registered medical practitioner • Fellowship of the Australasian College of Sports Physicians or Fellowship of the Royal Australian College of General Practitioners • Thorough knowledge of antidoping regulations, including therapeutic use exemptions • Knowledge and experience in dealing with a range of illnesses which may be encountered in the general practice situation such as men's and women's health, infectious diseases & Psychology. (Desirable)
GP x 2		<ul style="list-style-type: none"> • Australian registered medical practitioner • Fellowship of the Australasian College of Sports Physicians or Fellowship of the Royal Australian College of General Practitioners • Thorough knowledge of antidoping regulations, including therapeutic use exemptions • Knowledge and experience in dealing with a range of illnesses which may be encountered in the general practice situation such as men's and women's health, infectious diseases & Psychology.
Nurse/ Clinic Administration x 2	Provide medical services and Clinic Administration i.e. booking appointments, records management & patient care	<ul style="list-style-type: none"> • Knowledge and experience in dealing with a range of illnesses which may be encountered in the general practice & emergency medicine • Knowledge of infection control principles • Proficiency in First Aid, wound management and CPR • Experience in triaging and effective communication with high performance athletes • Demonstrated experience managing patient bookings and patient care and knowledge of isolation requirements

ROLE	PURPOSE	SELECTION REQUIREMENTS
		<ul style="list-style-type: none"> Demonstrated experience working across Olympic sports within sport and exercise medicine
Psychology Lead	Lead and implement the Psychology services for the AOT.	<ul style="list-style-type: none"> Experience in a comparable position including international travel with teams and working within crisis situations Australian registered psychologist with the Psychology Board or Australia Member of the APS College of Sport Psychologists
Psychologist x 2 (Possibly AUS based)	Provide Clinical Psychology services to the AOT.	<ul style="list-style-type: none"> Experience in a comparable position Australian registered psychologist with the Psychology Board or Australia Member of the APS College of Sport Psychologists OR The Australian Clinical Psychology Association.
Physical Therapies Lead	Lead the Physiotherapist & Soft Tissue therapist team.	<ul style="list-style-type: none"> Australian registered physiotherapist and member of Sport Physiotherapy Australia APA Titles Sports Therapist
Deputy Physical Therapies Lead	Manage the Physiotherapist team and support the Physical Therapist Lead.	<ul style="list-style-type: none"> Australian registered physiotherapist and member of Sport Physiotherapy Australia APA Titles Sports Therapist
Soft Tissue Therapy Lead	Manage the Sift Tissue Therapist team and support the Physical Therapist Lead.	<ul style="list-style-type: none"> Two-year Soft Tissue Therapy Diploma from a recognised institution, and minimum 5 years post-graduate experience working in high performance sport Demonstrated experience in leading people Experience in a comparable role, which included international travel with a team.
Physiotherapist x 3	Provide Physiotherapy services.	<ul style="list-style-type: none"> Australian registered physiotherapist and member of Sport Physiotherapy Australia APA Titles Sports Therapist
Soft Tissue Therapist x 7	Provide Soft Tissue Therapy services.	<ul style="list-style-type: none"> Two-year Soft Tissue Therapy Diploma from a recognised institution, and minimum 5 years post-graduate experience working in high performance sport Experience in a comparable role, which included international travel with a team.

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DIGITAL & CONTENT

ROLE	PURPOSE	SELECTION REQUIREMENTS
Chief of Staff x 1	<p>Responsible for editorial decision making and assigning roles to the Digital & Content Team.</p> <p>The chief of staff will work closely with the Chief of Marketing & Digital and the Digital Engagement Manager to keep track of the broader content strategy.</p>	<ul style="list-style-type: none"> • Proven experience in editorial decision making • An exceptional organiser • Ability to make decisive decisions, under pressure and high intensity conditions • An exceptional verbal communicator and motivator
Social Media Coordinator x 1	<p>Working collaboratively with the AOC's social media coordinator, this role will be responsible for planning, creating, publishing and measuring social media activity.</p>	<ul style="list-style-type: none"> • Proven experience in planning, creating and publishing social media content • Exceptional attention to detail • Good eye for engaging content, including UGC • Able to use Graphic Design editing software, such as Adobe Photoshop or CANVA to edit Games-time templates •
Videographers x 3	<p>Videographers will be expected to plan, shoot and edit daily video content, including;</p> <ul style="list-style-type: none"> • Video packages / hype reels • Interviews • Promos / campaign • Social media content (Reels & Stories) • VNRs 	<ul style="list-style-type: none"> • Proven ability to plan, capture and edit video packages • Sound understanding of creating engaging social media content • Ability to solo shoot overlay & interviews • Proven ability to create motion graphics, e.g Supers and branded end frames • Great verbal communicator with colleagues, athletes and talent
Sports Reporters x 4	<p>A predominately written role, reporting on live action in Paris. The role will work closely with the respective sport's MLO to provide live updates and file a report on each Game day.</p>	<ul style="list-style-type: none"> • Proven experience in reporting on Olympic sports • Candidates who have proven knowledge across numerous Olympic sports will be looked upon favourably • Good understanding of engaging content, for website and social media, including copy and photos
Digital Engagement Coordinators x 5	<p>A multimedia role, including written, social media graphics, social media video and website uploading.</p>	<ul style="list-style-type: none"> • Proven experience of creating content for all forms of digital media, including website, social media and email. • Proven knowledge of Olympic sports • An exceptional eye for engaging content, particularly in terms of social media content (Facebook, Instagram, TikTok)

ROLE	PURPOSE	SELECTION REQUIREMENTS
		<ul style="list-style-type: none"> Experience at uploading content to websites via CMS (Drupal)

OLYMPIAN SERVICES

ROLE	PURPOSE	SELECTION REQUIREMENTS
Olympian Services x 3	To enhance the overall experience of Australian Olympic team members in the lead upto and during the Olympic Games	<ul style="list-style-type: none"> Must be an Australian Olympian Understanding of an athlete's space during high pressure competition. Ability to multi-task and think quickly. Ability to work in a high stress environment. Be available to attend Team Processing sessions in the city they reside in. Interested and ability to mentor and provide support. French speaking advantageous.
Olympian Services - Host City Program/ Family & Friends (Out of Village)	To support the Australian Host City Program with Family & Friends activities, coordinating activities with the team in the village and other requirements of the Host City Program.	<ul style="list-style-type: none"> Must be an Australian Olympian Understanding of the support required by an athletes family that is in the Host City. Ability to multi-task and think quickly. Ability to work in a high stress environment. French speaking advantageous.

QUESTIONS FOR EOI:

- How have you demonstrated your commitment to the Olympic Movement since Tokyo 2020?
- What will you bring to the Australian HQ Team?
- What is your history of working with Olympic Sports? (please provide up to five (5) most recent/ relevant experiences. Please include dates and positions for each of these.)
- In addition to those mentioned in the previous questions, what is your history in working in sport (please provide up to five (5) most recent/ relevant experiences?)
- What, if any, positions have you held in an Olympic Team (Summer or Winter)? Please provide title and year for each entry.

AND

- Why are you interested in the position/s you have applied for?
- What are your qualifications/ memberships relevant to this role?