

RECRUITMENT FOR VARIOUS POSTS FOR KHELO INDIA STATE CENTRE OF EXCELLENCE

The Directorate of Sports & Youth Affairs and Sports Authority of India (SAI) – Khelo India Division under the Ministry of Youth Affairs & Sports (GOI), is in the process of setting up the Khelo India State Centre of Excellence (KISCE) for Archery, Athletics and Boxing at JNS Sports Complex, Shillong to nurture the best talent of the State of Meghalaya. The Academies will be equipped with world class infrastructure and coaching facilities with adequate scientific backup, focused on participation in world sports tournaments, championships & Olympics. In order to lead the High-performance centre, DSYA & Sports Authority of India (SAI), invites applications from eligible citizens of India for filling up the following posts under the following conditions:

Sl No.	Position	Discipline/ Grade	No. of Posts	Upper Age Limit	Remuneration
1.	High Performance Director		1	65 years	100,000 – 150,000
2.	Head Coach	Archery	1	65 years	100,000 – 150,000
3.	Head Coach	Athletics	1	65 years	100,000 – 150,000
4.	Head Coach	Boxing	1	65 years	100,000 – 150,000
5.	Young Professional		1	32 years	40,000
6.	Nutritionist		1	50 years	75,000 – 100,000
7.	Masseur	Grade II	2	35 years	35,000
8.	Strength & Conditioning Expert	Lead	1	45 years	60,000 – 80,000
9.	Strength & Conditioning Expert	Grade II	1	45 years	40,000 – 60,000

Interested candidates may apply in the prescribed format attached as **Annexure A**. Applications duly signed along with self-attested copies of all educational qualification, experience and other testimonials as required to support the candidature of the applicant must be sent to the **Director, Sports & Youth Affairs, JNS Sports Complex, Shillong - 793001 by 1st March 2021 till 5 PM**. Only short-listed candidates shall be called for the interview.

General Conditions:

- 1. Remuneration:** Remuneration is to be fixed depending upon caliber and experience, on mutual agreement.
- 2. Tenure:** The contractual engagement will be for a period of four years based on satisfactory performance, periodic reviews, result oriented, etc. and at all times coterminous with the Khelo India Scheme.
- 3. Tax Deduction at Source:** The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the SAI will issue TDS/ Service Tax Certificates, as applicable.
- 4. Other Allowances:** No TA/DA shall be admissible for joining the assignment or on its completion. No other facilities like DA, Accommodation, Residential Phone, Conveyance Transport, Personal Staff, Medical reimbursement, HRA and LTC etc. would be admissible.
- 5. Extension:** Performance of the selected candidates would be continuously reviewed, and their extension will be considered on the basis of periodic review.
- 6. Leave:** Selected candidates will be entitled for 30 days leave in a calendar year on pro-rata basis. Thereafter, candidates shall not draw any remuneration in case of his/her absence beyond 30 days in a year. Also unveiled leave in a calendar year will lapse and will not be carried forward to the next calendar year.
- 7. Confidentiality:**
 - a) Selected persons will not be allowed to publish a book or a compilation of articles or participate in a radio broadcast or contribute an article or anonymously or

pseudonymous in the name of any other person, if such book, article, broadcast, uses any information that he/she may gather as part of this assignment

- b) During the period of engagement with Khelo India secretariat, Employee would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by him/her during the period of his/her engagement to anyone who is not authorized to know
- c) The Selected personnel at no instance can represent or give opinion or advice to others in any matter, which is adverse to the interest of the Government.

8. Other Conditions:

- a) The applications received will be scrutinized/ shortlisted on the basis of relevant experience and job description and the eligible candidates will be called for Interview at cost to the applicant.
- b) In case he/she is required to proceed outstation from the place of posting on tour for official duty, he/she will be entitled to TA/DA as admissible under the rules.
- c) In case the performance of Candidate is not found satisfactory, his/her services will be discontinued after giving one-month notice.
- d) Without any prejudice to the above condition, the candidate will be terminated from his services with immediate effect without any obligations, in case the candidate is found guilty of violating any of the conditions contained in the terms of employment or is guilty of any misconduct including negligence of duties, unauthorized absence, etc.
- e) Decision of SAI in all matters regarding eligibility, selection and posting would be final and binding upon all candidates. No representation or correspondence will be entertained by SAI in this regard.
- f) SAI reserves the right to cancel the advertisement and/or the selection process at any stage without assigning any reason.
- g) The DG SAI shall be the final authority in case of any dispute
- h) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in SAI.
- i) Any litigation matters pertaining to employment at SAI shall be restricted to the jurisdiction of Meghalaya courts.
- j) Organization reserves the right to terminate the contract, by giving one month notice to candidates.
- k) Owing to the requirement in SAI, a list of panels may be drawn which will be valid for a period of one Year, SAI reserve the right to cancel the panel without assigning any reason.

1. High Performance Director

Under the guidance of the Director General the High Performance Director's, primary responsibilities of the role are: -

- Development and implementation of the SAI's 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 Center of Excellence (KISCE), at JNS Sports Complex, in Shillong.
- 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.

	<ul style="list-style-type: none"> ➤ 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.
Organisation & 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 Director

- 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

2. Head Coach

Performance management

- Evaluating performance and providing suitable feedback, balancing criticism with positivity and motivation.
- Assessing strengths and weaknesses in an athlete's performance and identifying areas for further development.
- Adapting to the needs and interests of group or individual trainees.
- Communicating instructions and commands using clear, simple language.
- Encouraging participants to gain and develop skills, knowledge and techniques.
- Ensuring that trainees train and perform to a high standard of health and safety at all times.
- Inspiring confidence and self-belief.
- Developing knowledge and understanding of fitness, injury, sports psychology, nutrition and sports science.
- Working with IT-based resources to monitor and measure performance.
- Acting as a role model, gaining the respect and trust of the people.
- Liaising with other partners in performance management, such as Coaches, Physiotherapists, Doctors and Nutritionists.
- Working to a high legal and ethical standard at all times, particularly in relation to issues such as child safeguarding gender equality and health and safety requirements including protection from sexual harassment.

Planning and Administration

- Producing personalized training programmes.
- Maintaining records of trainees' performance.
- Coordinating trainees' attendance at meetings and other sports events
- Planning and running programmes of activities for groups and individuals.
- Co-coordinating with other coaches for transporting trainees to and from training sessions and sports events;
- Seeking and applying for sponsorship agreements by engaging all stakeholders.
- Finding appropriate competitions for participants.
- Planning work schedule in consultation with other coaches.

What to expect

- Head Coach's work in different environments, from gyms to playing fields and sometimes in adverse weather conditions.
- Unsocial hours and fixed-term contracts mean the job may have an impact on personal life.
- Frequent travel to reach facilities or to attend competitions, often involving considerable distances, may be necessary.
- Absence from home overnight and travel throughout the India and abroad may be necessary, depending on the sport and the level.
- Head Coach will ensure discipline in Academy.

Skills

- Team-building ability to transform the team into a winning combination to excel at all levels of competition.
- The ability to quickly develop successful working relationships with people from different backgrounds and with varying levels of sporting ability.
- Excellent communication and interpersonal skills;
- Enthusiasm, flexibility and patience.
- Awareness of equality and diversity issues, including those related to sport and disability.
- Motivational skills and an understanding of the psychology that underpins successful competition (particularly at senior coaching levels).
- Organizational skills.
- A strong interest in maintaining professional skills and knowledge.
- Ability to infuse team spirit among all stakeholders to achieve the common goal of excellence development.

Eligibility Criteria: Head Coach

a. Essential Conditions/Education Qualification:

- i. Candidate should have diploma in Coaching from SAI/NS NIS or from any other recognized Indian/Foreign University and should have represented India in Olympics/World Cup/World Championship. Certificate Course from concerned National/International Federation is a must. Working knowledge of computer is essential. Minimum 10 years of experience of coaching is required.

OR

- ii. Experience in Coaching with Senior/Junior Indian teams or Decoration of Dronacharya/Arjuna/Dhyan Chand Award or who have produced medalists in International Competitions. Minimum 10 years of experience of coaching is required.

OR

- iii. Central Government / State Government / PSU employees may be allowed to apply for the position. However, the applicable recruitment rules of the Department of Personnel & Training (DoPT) will be applicable for all such postings on deputation.

OR

- iv. Permanent employees of Sports Authority of India (SAI) interested in applying for the position must send a self-attested letter addressed to Sr. Director (Khelo India) @ sai.slkic@gmail.com and not apply through the advertisement. Whereas contractual employees of SAI must apply as per process directly to the KISCE in reply to this advertisement.

b. Desired Qualification:

- i. Demonstrated experience in planning, organising and implementing a comprehensive high performance coaching programme for international teams and athletes.
- ii. Knowledge of leading trends in coaching, including coaching science, practices and the appropriate application of leading technology tools.
- iii. A background in teaching to provide mentoring and instruction to other support Coaches and Staff involved with the Academy.
- iv. The ability to attain excellence from players, coaches, staff and all stakeholders through the establishment of a 'winning' culture.
- v. Effective management skills that reflect ability to build and successfully implement long-term strategic plans that are supported by informed operational decisions.

3. 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

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.

Age Limit: The maximum age shall not be more than 32 years on the last date of receipt of applications.

4. Nutritionist

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:
 - d. Good knowledge of Computers- Windows and Microsoft Office applications especially MS Word, MS Excel
 - e. Confident, self-driven and team player
 - f. Ability to read, write and speak in English

Qualifications:

a. Essential:

- i. Master's degree in Food and Nutrition / Home science with specialization in Nutrition / Sports Nutrition or equivalent from recognized university.
- ii. Minimum 8 year of working in relevant field out of which minimum 2 years of working experience with sports person.

b. Desirable:

- i. Certificate in Sports nutrition from recognized institution.
- ii. Experience in budgeting of menus
- iii. Preference will be given to candidates with experience of working with sports person

5. Eligibility Criteria: Strength & Conditioning Expert

a. **Essential Conditions/Education Qualification:** 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:

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

OR

ii. 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.

b. **Criteria for Short Listing of Candidates for Interview:** 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 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

c. **Interview Process:** The interview will be of 100 marks and 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

Note:

1. The above-mentioned short-listing criteria will be used for calling the candidates to appear in the interview.
2. The final merit will be based on the score obtained in the interview only.
3. The candidate must produce all documents in original, at the time of physical joining otherwise the candidature will be cancelled.

6. Eligibility Criteria: Masseur

a. Essential Conditions:

- i. **Education Qualification:** 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.
- ii. **Work Experience:** Minimum 2 years of work experience as Masseur/ Masseuse.

b. Criteria for Short Listing 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 upto 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 upto a maximum of 10 marks.

c. Interview Process: The interview will be of 50 marks and shortlisted candidates will be called for the interview and assessed as follows:

CATEGORIES FOR EVALUATION	MAXIMUM MARKS (50 marks)
Domain Expertise & Practical Knowledge	20
Aptitude for working in a sports organization	10
Soft skills	10
Knowledge in allied sports science disciplines	10

Note:

1. Of the total applications received, candidates will be shortlisted for the interview based on the criteria mentioned above.
2. Merit list: it is to be noted that mere qualifying for the interview does not confirm final selection. Separate merit list will be prepared purely on the basis of marks obtained by the candidates in interview.
3. The candidate must produce all the original documents at the time of physical joining otherwise the candidature will be cancelled.

10. Work Experience:

Sl No.	Organisation/ Institute	Period (From – To)	Nature of Work	Remarks

Total Experience (in Months):

11. Sports Participation:

a. International Level

Sl No.	Event	Position

b. National Level

Sl No.	Event	Position

*Kindly attach self-attested copies of the above certificates (education, work experience and sports competitions)