**Position:** Special Olympics Games Head of Delegation 2018-2019

**Mission:** The Special Olympics Head of Delegation is in charge of planning and carrying out team practices for Special Olympics athletes. Responsibilities include planning practice schedule for various sports, volunteer outreach and recruitment, overseeing coach certifications and trainings, and corresponding with the Special Olympics Utah Area Representative.

**Qualifications:**
- Current USU Student
- Volunteered at least for one year in the Service Center, or demonstrate possession of equivalent qualifications (determined by Service VP and Community Service Coordinator)
- Have a 2.5 GPA or higher

**Compensation:**
- May receive an AmeriCorps Education Award of $1,252.91 (can be applied to future tuition or student loans) after completing 300 hours of service that supports the Service Center. Talk with Community Service Coordinator to enroll. Hours begin August 2018.

**Partnerships:**
- Communicate with the Health and Ability Issue Area Coordinator
- Collaborate with Best Buddies, Aggie Health, Grandfriends, Common Ground Outdoor Adventures

**Program Events/Activities:**
**Required:**
- Attend director meetings (every other Monday at 9pm)
- Plan monthly activity for volunteers
- Weekly Saturday practices
- Other SOUT events
- Spread the Word to End the Word campaign (with Best Buddies)

**Fundraising:**
- Oversee the fundraising efforts of the program with GOC. Program is expected to hold FIVE outreach fundraisers during the year. These are reported to SOUT in order to maintain accreditation.

**Service Center Responsibilities:**
- Attend the following events
  - Day on the Quad
  - Service Center Kick-Off (fall) and ReCharge (spring)
  - Fall training retreat
- Attend established office hours: 3 hours a week during business hours
  - Be available for meetings with students and staff
- Fill out all required paperwork including:
  - Dashboards (event reports)
  - Risk management paperwork as needed
- Track hours on AggieSync and encourage volunteers to do the same
- Actively inform and educate new volunteers for Service Center
- Meet with Issue Area Coordinator on a regular basis
- Manage and train volunteers
- Plan and prepare for school year programming during the summer
- Manage volunteer sign up forms