



Unified Champion Schools Director

The Opportunity:

As the Unified Champion Schools Director, you will play an integral part in fulfilling the mission of Special Olympics Michigan (SOMI), utilizing sports, health, and athlete leadership to create a more inclusive world.

You will oversee an amazingly talented team to implement the three core components of Unified Champion Schools: Inclusive Student Leadership, Unified Sports, and Whole School Engagement within pre-K through college levels.

Our team members help SOMI athletes and unified partners achieve their dreams and reveal their inner champion! Be part of the amazing work we do for our SOMI athletes, their families, and our communities.

What You will Do:

- Responsible for ensuring all projected outcomes related to UCS grant funding, organizational goals or strategic plan are met including Inclusive Youth Leadership, Unified Sports/health and whole-school engagement initiatives.
- Work with UCS team to create a plan to retain, expand and recruit UCS schools to meet grant goals.
- Identify, implement, coordinate, and facilitate trainings for school coaches, liaisons, young athlete coaches, educators, administrators and community leaders.
- Manage several positions within the UCS department.
- Oversee all reporting required by Special Olympics International and Special Olympics Michigan including monthly reporting, monthly financials, KPI numbers, grant reporting, story collections, midterm, and final reports.
- Work in collaboration with the Sr. Manager of Sports, health and wellness coordinator and Training and Field Service Director to implement Unified Sports opportunities for schools, transition plans for school and area programs and grow regional and state level Unified Sports, health, and wellness, SO College activities including athlete, partner and coach forms.
- Oversee school-related interscholastic league play, e-sports, UCS Liaison Conference Education Leaders Network.
- Maintain communication via email, phone, and in person with all involved parties including but not limited to program staff, development staff, communications staff, site coordinators, school administrators, youth activation committee members, volunteers, service providers and family members and local area leadership.
- Oversee data management of UCS program in conjunction with the Program, Development and Administration departments that includes but is not limited to athlete medicals, registration forms, site coordinator and collaborative agencies contact information, Class A and Class B volunteer applications, Youth Activation Committee applications, progress notes, event reporting forms, potential sponsors and donors, cash, in-kind and expense reports
- Create and monitor necessary program quantitative and qualitative data including program budget, UCS school sites, Unified Sports Partners, youth activation committee members, coaches, teachers, volunteers, etc.
- Support regional and state sporting events, Health and Wellness, area activities, fundraisers, Law Enforcement Torch Run events as needed and communicate needs to Unified Champion Schools staff to attend.
- Attend conferences, workshops, and special events to network and collaborate among service providers, school districts, and community resource groups.

What You will Bring:

- A dedication to helping others find their inner champion!
- A commitment to serving the community.
- The knowledge and ability to lead a team of motivated professionals.
- Experience in managing and maintaining a budget and program.
- A bachelor's degree in education, recreation, or sports management/administration or a commensurate amount of experience combined with education background.
- Understanding of the needs of students and educators in under resourced communities
- Positive people skills and the ability to communicate effectively.
- At least 5 years' experience of a qualifying nature.
- The ability to perform the essential functions and requirements of the job with or without accommodation.
- Ability to travel evenings and weekends.
- Computer knowledge in MS applications.
- Working knowledge of administrative and organizational skills.
- Knowledge and experience collaborating with persons with intellectual and physical disabilities helpful.

Location:

- This position is statewide but will work out of one of our offices in Grand Rapids, Mount Pleasant or Southfield.

If you are interested in this opportunity, please send cover letter and resume to somi@somi.org

NON-DISCRIMINATION POLICY

Special Olympics Michigan is proud to be an equal opportunity employer. We do not discriminate on the basis of race, color, religion, sex, gender identity or expression, national origin, political affiliation, sexual orientation, marital status, disability, neurodiversity, age, parental status, socio-economic background, military service, or any other characteristic or status protected by applicable law.

We strive to create a workplace that reflects the communities we serve and where everyone feels empowered to bring their full, authentic selves and can do their best work.