

Manager of Interscholastic Partnerships

Major Function:

This position is responsible for development and implementation of all Special Olympics Pennsylvania (SOPA), Philadelphia Interscholastic Unified Sports initiatives and partnerships through the use of sound management components, adhering to policies and procedures established by Special Olympics Pennsylvania, Inc., Special Olympics North America, and Special Olympics Inc. This individual provides oversight of all aspects of our partnership with the schools in Philadelphia and presents strategies for meeting organizational goals and demands. This role will critically lead and assess all segments of our Interscholastic Unified Sports (IUS) program; meeting all Unified Champion School grant requirements, encouraging and implementing youth leadership initiatives and unified sports. They will identify areas to improve, and sectors to be developed or changed for program growth in order to meet SOPA's strategic plan and IUS objectives.

Responsibilities:

School District of Philadelphia (SDP) Partnership

The core work of this position is to create opportunities for students in the Philadelphia School District to participate in Special Olympics Unified sports activities to include sports participation (training and competition opportunities), youth leadership opportunities (i.e. Unified Youth Committees), and whole school engagement (i.e. R-Word Campaigns, etc.) in accordance with the Unified Champion School initiatives and grant.

This individual will explore ways to enhance existing sports curriculum to include a Unified Special Olympics component, as well as developing new programming opportunities both during and after school hours for a Special Olympics experience. These goals will be met by regular interaction with District personnel to design activities that will offer direct support to the District's goals while meeting SOPA's strategic plan objectives.

This individual will also work with School District personnel to prospect and identify new potential schools for future engagement based on each year's growth goals and initiatives. This position will be responsible for cultivating and maintaining relationships through all levels of the schools and District ensuring all needs, standards and grant requirements are being and implemented.

School District Activities

District partnership sports activities include but are not limited to; bocce, soccer, and athletics (track and field). In addition to expanding the sports experience for students, this position will identify other support and resource needs necessary to provide a positive outcome. Support will include; youth leadership, whole school engagement, competition opportunities, coordination of medical examination for "Participation Application" (medical) completion, advancing to PIAA events, participating in events with partner organizations (MLS), meeting with parent groups, teachers, or other entities or groups to promote participation as appropriate, etc.

Unified Sports and Inclusive Young Athletes

Working with IUS leadership, SDP Liaisons, and others as appropriate, the manager of Interscholastic Partnership will ensure all needs for successful sports participation is maintained to include but not limited to; coaches education, ordering of needed sports equipment and supplies, school environment materials (i.e., R-word, etc.). Key Unified Sports goals for this position include;

- Supports the high quality implementation of Unified Sports through the Unified Sports models at the participating schools ensuring appropriate play levels are managed.

- Provides coaches and students trainings and professional development to enhance the degree in which all parties understand the principles and rules of Unified Sports.
- Coordinates season-long sports scrimmages/league-play days, trainings, and competitions that afford athletes and partners meaningful engagement and the opportunity to develop skill in a select sport to include opportunities to advance to higher levels of competition.
- Work with elementary schools to implement Inclusive Young Athletes in grades K-2. Provide support in coach education, resources and materials and culminating events.

Youth Leadership & Activation

- Supports all schools as they identify student leaders with and without an intellectual disability to serve together as Special Olympics in-school ambassadors whether through previously established school clubs or newly created Special Olympics clubs.
- Ensure clubs are implementing an Inclusive Collaboration strategy, where all students have an active voice.
- Provides resources and training to school liaisons and directly to the student leaders for successful implementation of positive school climate initiatives.
- Conduct annual Youth Summit encouraging and supporting the above initiatives.

Whole School & Community Engagement

- Works closely with coaches, school liaisons, student leaders, community stakeholders to promote the vision of inclusion throughout the participating school.
- Offers resources through staff support, interns, supplies, etc., to schools as they implement yearlong activities for whole school engagement.
- Work to implement and support fundraising efforts within each high school focusing on, but not limited to, SOPA Philadelphia's Polar Bear Plunge via the Cool Schools initiative.

Transition

- Work with Special Olympics PA, Philadelphia staff to transition IUS athletes and Unified partners into the community program
- Provide education on community program offerings, opportunities available outside of school, to teachers and students.

Administrative

- Responsible for the monthly collection and submission of programming data
- Monitors budget and align spending with program goals
- Support the vision of Interscholastic Unified Sports' statewide growth goals
- Actively and regularly visit school programs to support schools and assess the quality of the programs
- Work with individual school personnel both at the administrative and teaching level to recruit and secure schools for active participation as well as appropriate students for participation in all activities

Organizational

Support the overall Strategic Plan goals of Special Olympics Pennsylvania by;

Public Awareness

Support the promotion of IUS through community awareness by working with the Director and other staff to develop media and community relations opportunities. This includes presentations, conducting promotions utilizing "R-word" and "Play Unified" campaigns, and working with selected individuals to develop additional promotional materials.

Program/Fund Raising Event Management

Support the Sports Director in the coordination of Special Olympics Pennsylvania, Philadelphia competitions as it relates to the School District's participation.

Assist the Director and other individuals as appropriate for fundraising event management.

Communications

- Identify communication opportunities to reach a wide audience to advance growth goals of; participation of athletes and volunteers, community involvement, and financial support.
- Work with the Director to develop articles for appropriate and related periodicals, etc.

Other duties as assigned.

Qualifications:

- Bachelor degree or equivalent in Sports Management, Physical Education, or related field.
- Supervision experience and strategic plan development a strong positive.
- Experience in working with or serving as a volunteer, and a background in Special Olympics helpful.
- Fully able to drive and travel extensively, working some evenings and weekends.
- Able to manage event set-up and breakdown that can involve heavy lifting.

Relationships:

- Reports to the SOPA Director of Philadelphia
- Work collaboratively with SOPA IUS team
- Supervises all interns/co-ops as they relate to school partnership activities
- School District of Philadelphia personnel
- Maintains communications and support with staff and volunteers

Location:

This position is located in SOPA's Philadelphia office.

Application Instructions

Interested and qualified candidates should forward their resume and cover letter to careers@specialolympicspa.org

No phone calls will be accepted. Resumes sent for positions other than this posting will not receive a response.

EOE/M/F/V/H

ORGANIZATION DESCRIPTION

Special Olympics Pennsylvania provides year-round sports training and competition in a variety of Olympic-type sports for children and adults (age 8-80) with intellectual disabilities. All training and competition opportunities are provided free of charge to athletes, enabling everyone to experience the benefits of Special Olympics that extend well beyond the playing field. The athletes of Special Olympics -- over 18,000 strong in **Pennsylvania** -- are constant reminders of all that is right with the human spirit. Pennsylvania is the 7th largest program and one of the strongest Special Olympics programs in the United States. For more information about how SOPA inspires greatness, visit www.specialolympicspa.org.