

Destination Imagination Coordinator

Qualifications:

1. Attendance at a Destination Imagination (DI) training workshop-preferably one for coaches and one for judges.
2. DI coaching experience-preferably on both a non-competitive and competitive basis.
3. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Reports to:

Director of Exceptional Education

Job Goal:

To provide leadership in the development, implementation and sustenance of a flexible DI program for grades K-12.

Performance Responsibilities:

1. Works with DI teams and school personnel to plan implement and sustain the K-12 DI program.
2. Serves as a liaison between Waupaca's K-12 DI program and regional, state and national DI programs.
3. Provides support and encouragement for DI coaches and their teams, including at least one in-house training session for DI coaches per year.
4. Is accessible to coaches and school personnel for meetings and discussions related to Waupaca's DI program.
5. Provides all teams with copies of all materials relating to the current year's problems, which are provided to Waupaca Schools by the DI Association.
6. Provides all teams with forms and information related to Waupaca School system's requirements and regulations. (e.g. purchase orders, vehicle safety inspection, use of facilities, field trip permission)
7. Maintain on-going records on all students and adults participating in the DI program.
8. Provides school principals with information regarding the DI program's status, needs and progress during the year.
9. Encourages adult participation in the DI program, with particular emphasis on coaching development.
10. Recruits DI judges for regional and state competitions.
11. Coordinates t-shirt design, production and sales, team pictures and pins.
12. Coordinates transportation to and from DI competitions.
13. Develops annual budget requests for the DI program.

14. Submits purchase orders for membership fees to state and national DI Associations.
15. Coordinates special trips, which encompass all DI teams.
16. Coordinates non-competitive group performances of DI teams' long-term solutions (e.g. in school performances, evening performances.)
17. Promotes public awareness of and support for the DI program, including providing information to students and teachers, and coordinating media releases related to the DI program.
18. Performs other tasks and assumes other responsibilities within the overall scope of the position which the supervisor may assign.