



2026 SPECIAL OLYMPICS USA GAMES
Minneapolis, Minnesota

MANAGEMENT TEAM APPLICATION

- Equipment Mgr. Families Coord. Medical Coord.
 PR & Media Coord. Training Coord.

The applicant and their County Coordinator (if applicable) will ensure the accuracy of all information and that they both have read the *Team Indiana Handbook*. Applications will be accepted through October 7, 2024 or will be closed sooner if qualified applicants are identified before the deadline. All applications can be sent to Katie Hilt at khilt@soindiana.org.

APPLICANT INFORMATION *(Please Print Legibly)*

First Name: _____ Last Name: _____

Gender: Male Female Date of Birth: _____ / _____ / _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Cell Phone: (_____) _____ Email Address: _____

County Program: _____

Years as Special Olympics Volunteer: _____

Experience with Special Olympics Indiana: _____

SELECTION CRITERIA

To be eligible for selection to the Team Indiana delegation for the 2026 Special Olympics USA Games, applicants must meet the following criteria:

- Must be involved in SO Indiana program before August 7, 2024.
- Must be a Class A volunteer with SOIN.
- Must be in good standing with SOIN.
- Read, sign, and submit the *Code of Conduct* form.
- Complete, sign, and submit all required registration forms, medical forms, and other forms as needed.
- Must have the ability to function and be away from home for ten days or more.
- Must possess the skills to be able to function as a part of the delegation (e.g. cooperation, sharing, group living, following directions, basic social skills, good behavior, etc.).
- Must be able to travel long distance and stand for long periods of time on a daily basis (excludes applicants in wheelchairs, but must still have the stamina for such activities).
- Must be able to lift 25 pounds.
- Must agree to refrain from the use of alcohol and tobacco products during training camps and USA Games.
- Must participate in all training camps and attend all portions of those camps.
- Must participate in all Team Indiana promotional and fundraising events.
- Must agree to the Team Indiana finance arrangement (as outlined in the *Team Indiana Handbook*).

By signing below we acknowledge that:

Selection to Team Indiana for the 2026 Special Olympics USA Games is an honor and a privilege. With this privilege comes responsibility. We promise to meet all selection criteria, to complete all required forms and support the Team Indiana delegation as outlined in the *Team Indiana Handbook*. If the team member should prove unworthy of this honor due to not meeting the selection criteria, we understand that SOIN has the authority to release this person from Team Indiana.

Signature of County Coordinator (if applicable) Date

Signature of Applicant

Date



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MANAGEMENT TEAM JOB DESCRIPTIONS

EQUIPMENT MANAGER

The Equipment Manager (EM) is in charge of all equipment and uniforms prior to and at USA Games. The EM is responsible for making sure all equipment is distributed to the proper locations at the event, as well as making sure all equipment is returned. As the person in charge of uniforms, the equipment manager works with the Head of Delegation to get sizes of all members of Team Indiana, orders and distributes them to the proper members.

Reports to: Kevin Aders, Assistant Head of Delegation

FAMILIES COORDINATOR

The Families Coordinator (FC) provides as much information about the Games to the families of all participants, both those attending the Games and those remaining at home. The FC will work with the Assistant Head of Delegation (AHOD) in the recognition of donors, corporate sponsors, and other friends of Team Indiana attending the Games at our Fan Club party.

Reports to: Scott Furnish, Chief Development Officer

MEDICAL COORDINATOR

The Medical Coordinator (MC) is responsible for monitoring all participants, ensuring all are keeping hydrated, attending to any injuries that may occur, and making sure all athletes are taking medication properly. To apply for the Medical Coordinator position, the applicant must be a licensed and certified athletic trainer, nurse, or doctor.

Requirements: Licensed medical professional; CPR, First Aid, & AED

Reports to: Kevin Aders, Assistant Head of Delegation

TRAINING COORDINATOR

The Training Coordinator (TC) plays a vital role for Team Indiana. This position works with all sports coaches and coordinates their efforts in providing all athletes and partners with an efficient and effective fitness training program. The TC will create fitness challenges, develop achievement incentives, and continue to promote the overall health and fitness of Team Indiana, including other management team members and coaches.

Reports to: Katie Hilt, Head of Delegation

PUBLIC RELATIONS, MEDIA COORDINATOR & PHOTOGRAPHER

The Public Relations & Media Coordinator (PRMCP) is responsible for informing the media about Team Indiana's progress before, during, and after the Games. This position will be in charge of the "INvincibility" Fan Club's Facebook page, Twitter account, and other social media outlets, with daily updates and photos. Responsible for capturing video & photos of Team Indiana in action during training camps, fundraising events, and the Games.

Reports to: Scott Furnish, Chief Development Officer

SECONDARY DUTY FOR ALL SUPPORT STAFF MEMBERS:

As part of Team Indiana, all team members will assist as needed in the safety and supervision of athletes. Management Team members may be asked to provide time off for coaches by taking athletes to Olympic Town or other non-competition events. At other times, management team members may be asked to assist with laundry.
