

## MICA Board Position Description

**Title:** Regional Director

**Revision Date:** January 17, 2015

**Preferred Minimum Requirement:** 2 years involvement at Regional Level of Destination Imagination  
 Knowledge of Destination Imagination Program  
 Able to attend scheduled MICA Governing Board meetings

**Term:** Elected to 3 year term

### Description

The Regional Director (RD) shall be responsible for coordinating and promoting the Destination Imagination (DI) Program within his/her respective Region. The Regional Director is responsible for organizing and facilitating the Regional Tournament.

### Primary Duties

### Completion Date

• Communicate with Schools, Coordinators, Team Managers, volunteers, community groups, local media, etc., about the DI program	Ongoing
• Promote and market the DI program to Schools/School Systems	Ongoing
• Recruit and organize Regional Challenge Masters to assist at the Regional Level.	Ongoing
• Recruit and organize appraisers and volunteers to assist at the Regional Tournament.	January
• Ensure all Regional Challenge Masters, appraisers, and volunteers are appropriately registered with MICA.	January
• Assist in MICA Trainings	Ongoing
• Serve as a member of the MICA Governing Board	Ongoing
• Serve on MICA Governing Board committees	Ongoing
• Annually select and reserve the Regional Tournament site and report tournament date to MICA Board.	Projected by Affiliate Finals Meeting, Confirmed by Summer Retreat
• Organize and facilitate all aspects of the annual Regional Tournament	Tournament Date
• Create an annual Regional Budget based on the Executive Committee guidelines.	Summer Retreat
• Communicate any significant events or communications to Affiliate Director and Affiliate Tournament Director, including Dialogs	Within 24hrs of Event
• Compile a year-end region report and submit report to MICA Board of Directors	Affiliate Tournament

### Key Skills and Knowledge Required

- Computer Skills.
- Must be able to communicate professionally
- Strong organization and financial skills.
- Must be able to work effectively and respectfully with adults and children.
- Must be able to work effectively and respectfully with the MICA Board of Directors.
- Flexibility and willingness to learn new skills