

## **MICA Job Description**

**Title:** Affiliate Alumni Director

**Revision Date:** January 15, 2005

**Preferred Minimum Requirement:** Participated in Destination Imagination or Odyssey of the Mind as a team member.  
Knowledge of Destination ImagiNation program.  
Attend scheduled MICA Governing Board meetings.

**Term:** Elected to 3 year term.

### **Description**

The Alumni director will maintain in contact with alumni of both the Destination ImagiNation or the Odyssey of the Mind programs.

### **Primary Duties**

- Member of the MICA Governing Board of Director
- Develop annually essay questions required for MICA Scholarships.
- Keep updated alumni rooster.
- Recruit Alumni
- Serve as the Scholarship review committee chairman.
- Serve on a MICA Governing Board Committee.

### **Key Skills & Knowledge Required**

- Computer Skills
- Must be able to work effectively with adults & children.
- Must be able to work effectively with the MICA Board.