

Denver Region Internship

Special Olympics
Colorado



Time Frame: Spring: January-June; Summer: June – August; Fall: August - December

Denver Regional Intern: The Denver Regional Intern will assist the Denver Regional Manager in a number of duties that will include but are not limited to;

- Attend and assist with event management at all Denver Region events during specified internship time frame and support all aspects of each event including volunteer training, registrations, officials trainings, awards, and souvenir sales
- Support event planning logistics
- Support data entry for all Denver Region competitions
- Assist with team budgets and general region accounting
- Support marketing initiatives for all Denver Regional tournaments and fundraisers
- Assist with development leading up to Denver Region fundraisers including In-Kind auction and sponsorship outreach
- Assist with College Campus involvement initiatives and SO College membership
- Other duties as assigned

Earnings: This position is an unpaid internship. Hours will be documented for service learning hours and/or experience purposes.

Interview Process: If selected, an interview shall be conducted with the Denver Regional Manager, Adrian Mora, and the Vice President of Competitions and Regional Services.

Required Material: Resume & Cover Letter

If interested, please contact the Denver Regional Manager, Adrian Mora, at amora@specialolympicsco.org or 720.359.3104