



# Special Olympics Georgia

4000 Dekalb Technology Parkway \* Suite 400 \* Building 400 \* Atlanta, GA\* 30340

Dear Volunteer,

Thank you for your interest in becoming a Special Olympics Georgia (SOGA) volunteer! We are so happy that you have chosen to donate your valuable time, skills, and resources to providing opportunities for our 24,470 athletes to succeed. Our mission is to provide year-round sports training and competition to persons with intellectual and mental disabilities. Without dedicated and caring volunteers, we absolutely could not achieve this mission, so **thank you for helping to make the whole year special!**

Enclosed you will find:

- Volunteer and Coach Profile Form
- Volunteer Job Descriptions
- SOGA fact sheet

Please return the Volunteer and Coach Profile Form so you can become an official SOGA volunteer and receive regular correspondence regarding volunteer opportunities. Once your Profile is entered into our database, you will receive a Welcome Email detailing the next steps for getting involved, so be sure to include a working email address on your form.

This is what you should know as a SOGA Volunteer:

1. After your profile is activated you will receive a Welcome Email. This will take 1-2 weeks from the time you send in your profile.
2. You will receive the monthly e-newsletter – the SOGA Connection – via email that details upcoming volunteer opportunities.
3. You will receive event-specific volunteer applications prior to State Games and Events based on the feedback that you provide on your profile form.
4. If you are interested in coaching, please note that this is different than general volunteering because in order to coach with Special Olympics, you will need to become certified in the Special Olympic sport of your choice. If you are interested in coaching, you will need to contact Kelli Britt at 770.414.9390 ext. 122, or email her at [kelli.britt@specialolympicsga.org](mailto:kelli.britt@specialolympicsga.org).
5. Check our website regularly by visiting [www.specialolympicsga.org](http://www.specialolympicsga.org) for the most recent news at SOGA.
6. Contact Leslie Anderson at 770.414.9390, ext. 120 or [leslie.anderson@specialolympicsga.org](mailto:leslie.anderson@specialolympicsga.org) if you have any questions about volunteering.

Thank you again for your interest in and support of SOGA! SOGA would not exist without our more than 15,000 volunteers. Please let me know if you have any questions or concerns. I look forward to working with you.

Inspired by their Greatness,

Leslie Anderson  
Volunteer & Event Manager  
770.414.9390 ext. 120  
Fax 770.216.8339

*action*

# VOLUNTEER / COACH / BUS DRIVER / NURSE / ETC. PROFILE FORM



**PLEASE FILL OUT FORM COMPLETELY. INCOMPLETE FORMS WILL NOT BE PROCESSED.**

Please return to Volunteer & Event Manager via fax: 770-216-8339.  
Or mail to: 4000 Dekalb Technology Parkway, Suite 400, Building 400, Atlanta GA 30340  
SOGA phone: 770-414-9390 x 120  
Visit us on the web: [www.specialolympicsga.org](http://www.specialolympicsga.org)

Check if you are a  General Volunteer  Coach  Unified Partner  Bus Driver  
 GMT/Committee Member  Local/Area Management Team  Other (please list) \_\_\_\_\_

**FULL NAME** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Gender: Male**  **Female**   
*First Middle Last*

**Address:** \_\_\_\_\_ **Apt. #:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **County:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Email address:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Race (optional):**  Caucasian  African American  Hispanic/Latino  Asian  Other \_\_\_\_\_

**Employer & Occupation:** \_\_\_\_\_ **Business/School/Civic Club Affiliation:** \_\_\_\_\_

**Special Olympic Agency:** \_\_\_\_\_ **Area:** \_\_\_\_\_

**PHOTO ID CHECK** – Please complete one of the following photo ID checks prior to sending your Profile Form to SOGA

Enclosed is a photo copy of my driver's license

I, \_\_\_\_\_ verify that the person on this Profile Form has represented his/her  
(\* Full name of representing Volunteer) **identity to the best of my knowledge:** \_\_\_\_\_  
*Signature of Class A Volunteer Date*

**\* Only the following volunteers can complete a photo ID check**  
**Please circle your volunteer status:** • Local Coordinator • Local Management Team • Area Management Team •  
• State Games Management Team • SOGA Staff

Please visit [www.SpecialOlympics.org/ProtectiveBehaviors](http://www.SpecialOlympics.org/ProtectiveBehaviors) to complete Protective Behaviors Training.

Please list the date that the Protective Behaviors Training was completed: \_\_\_\_\_

How did you hear about Special Olympics Georgia? \_\_\_\_\_

- 1) Do you use illegal drugs Yes \_\_\_ No \_\_\_  
 2) Have you ever been convicted of a criminal offense? Yes \_\_\_ No \_\_\_  
 3) Have you ever been criminally charged with neglect, abuse or assault? Yes \_\_\_ No \_\_\_  
 4) Has your driver's license ever been suspended or revoked in any state? Yes \_\_\_ No \_\_\_  
 5) Have you ever been adjudged liable for civil penalties or damages involving sexual or physical abuse? Yes \_\_\_ No \_\_\_

If you answered "Yes" to any of the above questions, please explain below; giving date, charge, state, etc.

*\*If you answered yes to any of the above questions, it does not automatically mean you will be ineligible to volunteer.*

**List 2 non-family references:**

Name:	Relationship:	Address or Phone Number:
1)		
2)		

In the event of an emergency, contact:

Name	Relationship	Phone

**PLEASE READ BEFORE SIGNING:** I understand that:

- By signing this form I authorize Special Olympics and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, criminal or police records, including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my application and/or obtaining other information which may be material to my qualifications for volunteerism now and, if applicable, during the tenure of my volunteer service with Special Olympics.
- By signing this form I release Special Olympics and/or its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above referenced sources used.
- In the course of volunteering for Special Olympics, I may be dealing with confidential information and I agree to keep said information in the strictest confidence.
- The relationship between Special Olympics and volunteers is an "at will" arrangement, and that it may be terminated at any time without cause by either the volunteer or Special Olympics.
- I grant Special Olympics Georgia and Special Olympics, Inc. permission to use my likeness, voice, and words in or on television, radio, film, and on Special Olympics Georgia's and Special Olympics, Inc.'s Website, or in any other form, format or media to promote activities of Special Olympics.
- I understand that the Protective Behaviors training must be completed every 3 years in order to be considered a Class A volunteer.

The following is my true and complete legal name and all information is true and correct to the best of my knowledge (this information may be used for screening purposes). Please Print All Information:

Full Legal Name: \_\_\_\_\_  
 Maiden Name or other names used: \_\_\_\_\_  
 Present Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 How long? \_\_\_\_\_  
 Former Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 How Long? \_\_\_\_\_  
 Place of Birth (city,state) \_\_\_\_\_  
 Height \_\_\_\_\_ Weight \_\_\_\_\_ Eyecolor \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Social Security Number: \_\_\_\_\_  
 Driver's License Number: \_\_\_\_\_  
 State of License: \_\_\_\_\_

**IMPORTANT: All of the information on this form MUST be filled out completely INCLUDING your social security number. Forms that are not filled out entirely will not be processed.**

All information contained in this application is true and complete and correct to the best of my knowledge. I will contact the Special Olympics Georgia office at (770) 414-9390 or 1 800 866-4400 if any of my information changes. In signing this application, I have read the forgoing information, and I agree to comply with the volunteer or coach code of conduct and all Special Olympics rules and regulations of the organization.

**I HAVE READ AND UNDERSTAND THIS DISCLOSURE AND AUTHORIZATION TO OBTAIN INFORMATION.**

Volunteer's Signature \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature of Parent or Guardian if Volunteer is a Minor \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Full Name of Parent or Guardian \_\_\_\_\_

## Volunteer Job Descriptions

### **Coaches:**

Our Special Olympians need proper training from devoted coaches and assistant coaches. Coaches go through a short training/certification session that will explain what is expected and what to expect during training.

**Time Commitment:** 1-2 times per week for 8-10 weeks prior to the state competitions

**Skills:** You DO NOT need to be an expert in the sport you coach. You only need a desire to work closely with the athletes.

### **Event Team Members:**

We have several golf fundraisers and a Leadership Conference that need planners, recruiters and participants. Whether it's serving on a planning committee or organizing the day of the event, we have the job for you.

**Time Commitment:** One day or biweekly, two to three months leading up to the event of your choice

**Skills:** Creativity and Organization

### **Games Organizing Committee:**

This is a team of individuals devoted to planning, organizing and implementing each of the 5 state competitions. We need volunteers to organize and plan every aspect of the state competitions - from the Athlete Dance to each sporting venue.

**Time Commitment:** Once a month for the 4 months preceding the competition

**Skills:** Creativity and a desire to try new things

### **Local Management Team Members:**

The state is divided into 18 areas, with several local programs making-up each area. We need volunteers who are interested in providing leadership through service on a Local Management Team. These Teams organize and efficiently run the local or area Special Olympics program. From Public Relations to fundraising, there is a place for everyone!

**Time Commitment:** 2-3 days per month

**Skills:** Desire to lead and be creative!

### **Office Assistants:**

There is always a need for assistance around our state office in Atlanta. Volunteers would work on mailings, phone calls, word processing, filing, data input and other tasks.

**Time Commitment:** Volunteers can select their hours and days Monday through Friday from 8:00-5:00.

**Skills:** Organization, phone courtesy, basic computer skills (not necessary)

### **Speakers:**

We are always looking for volunteers willing and able to speak to our constituency on a wide variety of issues ranging from developmental disabilities to organizational skills. If you have the desire to grow the capacity of SOGA, let us know!

**Time Commitment:** 1-2 hours when giving presentations

**Skills:** Comfortable speaking to others, strong knowledge in one subject area

### **State Games and Events Volunteers:**

Summer, Winter and Fall Games, Horse Show and Masters Bowling are the five state competitions.

Volunteers are needed for jobs at each of these - from cheering on athletes during competitions, to assisting with equipment set-up.

**Time Commitment:** 4-8 hour shifts during the event(s) of your choice

**Skills:** There is a job for everyone at these events. The event-specific applications will ask you to indicate any specialized skills you may have.



*Special Olympics Georgia is a year-round program of sports training and athletic competition for children and adults with intellectual disabilities.*

Bill Brewster  
Chairman, Board of Directors

Georgia Milton-Sheats  
Executive Director

### **MISSION**

To provide year-round sports training and athletic competition in a variety of Olympic-type sports for children and adults with mental retardation, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in the sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community.

### **GOAL**

To help bring individuals with intellectual disabilities into the larger society under conditions whereby they are accepted, respected and given the chance to become useful and productive citizens

### **VOLUNTEERS**

Thousands of volunteers implement the Special Olympics program on the grassroots level. They serve on management teams, organize and conduct local, area and state Special Olympics activities and competitions, and assist in fundraising efforts.

Volunteers serve as certified coaches, games officials, assistant coaches and in a wide variety of other capacities in support of Special Olympics athletes.

### **SPORTS**

Special Olympics Georgia offers year-round training and competition in 23 Olympic-type sports:

<b>ALPINE SKIING</b>	<b>GYMNASTICS - RHYTHMIC</b>
<b>AQUATICS</b>	<b>ICE SKATING</b>
<b>ATHLETICS</b>	<b>LONG-DISTANCE RUNNING</b>
<b>BADMINTON</b>	<b>POWERLIFTING</b>
<b>BASKETBALL</b>	<b>ROLLER SKATING</b>
<b>BOCCE</b>	<b>SAILING</b>
<b>BOWLING</b>	<b>SOCCER</b>
<b>CYCLING</b>	<b>SOFTBALL</b>
<b>EQUESTRIAN</b>	<b>TABLE TENNIS</b>
<b>FLOOR HOCKEY</b>	<b>TENNIS</b>
<b>GOLF</b>	<b>VOLLEYBALL</b>
<b>GYMNASTICS - ARTISTIC</b>	

Also, Bicycle Motocross (BMX) is being offered as a demonstration sport.

In addition to the sports listed above, the Motor Activities Training Program (MATP) is offered to individuals with more severe disabilities who are not able to compete in a rigorous sports program. The MATP emphasizes training and participation rather than competition.

Special Olympics is unique by accommodating competitors at all ability levels in order to give everyone a reasonable opportunity to win. It does this by assigning all athletes to competition divisions based on previous performances and/or preliminary heats. Athletes from all divisions may advance to Area, State, Regional & World Games.

### **BENEFITS**

Special Olympics Georgia contributes to the physical, social and psychological development of people with intellectual disabilities.

Through successful experiences in sports, the athletes gain confidence and build a positive self-image which carries over into the classroom, the home, the job and the community.

In addition, involvement with Special Olympics Georgia strengthens families, causing a richer appreciation of talents and greater support between the Special Olympics athletes, siblings and parents.

Also, the community at large — through observation and participation — is united in understanding people with intellectual disabilities in an environment of equality, respect and acceptance.

### **COMPETITION**

Special Olympics Georgia athletes train year-round for sports competitions which are patterned after the Olympic Games and held annually at each organizational level. Over 500 games, meets and tournaments are held in communities throughout Georgia. Six Statewide events are held annually. They culminate in the Special Olympics World Summer and Winter Games which alternate every two years.

## ELIGIBILITY

Individuals eight years of age and older who are identified by an agency or professional as having mental retardation are eligible to participate in the Special Olympics Georgia program. In Georgia, mental retardation refers to significantly sub-average general intellectual functioning (approximately 70 IQ and below) existing concurrently with deficits in adaptive behavior (significant limitations in an individual's effectiveness in meeting standards of maturation, learning, personal independence or social responsibility expected of the individual's age level).

## PROGRAMS

In addition to its year-round program of training and competition, Special Olympics Georgia sponsors ongoing training for coaches, officials, volunteers and families.

Special Olympics introduced the **Unified Sports**<sup>®</sup> program to bring together, on the same team, athletes with and without mental retardation. These teams train and compete with other **Unified Sports**<sup>®</sup> teams in nineteen established sports — aquatics, artistic gymnastics, badminton, basketball, bocce, bowling, cycling, figure ice skating, floor hockey, golf, long distance running, powerlifting, rhythmic gymnastics, sailing, soccer, softball, table tennis, tennis and volleyball. **Unified Sports**<sup>®</sup> furthers Special Olympics Georgia's commitment to foster inclusion into school and community sports programs.

**Partners Clubs** bring together Special Olympics athletes and volunteer students who serve as peer coaches.

The Family Action Network (FAN) consists of local and area family representatives. FAN creates, promotes and supports Special Olympics families by establishing a statewide family network that will provide training, education and outreach (recruitment).

## FAMILIES

Family Action Network (FAN) provides year-round activities for families of Special Olympics athletes. These activities give families the opportunity to share experiences and knowledge, and to form friendships with other Special Olympics families.

Special Olympics Georgia is authorized and accredited by Special Olympics Incorporated to provide sports programs for citizens of Georgia with mental retardation. Established in 1970, Special Olympics Georgia is governed by a volunteer Board of Directors.

## GOVERNANCE

Special Olympics Incorporated was founded in 1968 by Eunice Kennedy Shriver who currently serves as honorary Chairperson of the Board of Directors. Sergeant Shriver serves as Chairperson of the Board of Directors and Tim Shriver is the President and CEO.

I N S P I R E  
G R E A T N E S S



**Special Olympics**  
*Georgia*

## Athlete Leadership Programs

Special Olympics athletes also participate through the Athlete Leadership Programs (ALPS).

**Global Messengers** are Special Olympics athletes who serve as ambassadors for Special Olympics Georgia, helping to recruit athletes and volunteers, secure donations, and raise public awareness. These athletes have received training in public speaking and travel throughout the state, telling their story of what Special Olympics means to them. Visits from Global Messengers can be arranged through the Special Olympics Georgia office.

In other ALPS programs, athletes participate in improving Special Olympics through the Athlete Input Council, and serve as coaches and competition officials.

## FINANCIAL SUPPORT

Special Olympics Georgia is supported by funds raised from individuals, organizations, corporations, foundations, Board members, Honorary Board members and by revenue generated from special events, special projects and cause-related marketing programs.

The largest annual fundraising event is the Law Enforcement Torch Run. Held prior to Special Olympics Georgia's Summer Games, the Torch Run generates statewide publicity for Special Olympics and the Summer Games.

Special Olympics Georgia does not charge athletes or their families to participate, and does not receive any funding from Special Olympics Incorporated, state or federal governments, or the United Way.

### Special Olympics Oath:

*Let me win. But if I cannot win, let me be brave in the attempt.*

### The Spirit of Special Olympics:

*Skill, Courage, Sharing, Joy*