# OKSINATIONAL KCK-OFF MEETING 2024-25 INFORMATIONAL KCK-OFF MEETING



### DI - TEAM MANAGERS - WE NEED YOU!!!!!

### What does it mean to be a team manager?

- Recruiting, selecting, and training the team
- Presenting the team challenges to the team
- Conducting brainstorming sessions to develop solutions to the team challenge
- Conducting and evaluating instant challenge practice sessions
- Helping team obtain materials and knowledge necessary to solve the team challenge
- Supervising practice sessions
- Registering team for regional and state (if applicable) tournament(s)
- Accompanying the team to competitions and representing them should a problem occur
- Identifying an appraiser for your team

### WHAT ARE THE NEXT STEPS?

- 1. Form a team each team <u>must</u> have a Team Manager.
- 2. The Human Resource Department will guide you through the process to be approved as a DI Team Manager and to receive your Supplemental Contract.

The HR contact is: Karen Holt - <u>Kholt@wscloud.org</u> - 614-450-6090 Requirements:

- A valid BCI/FBI background check in order to work with your DI Team\*
- Complete payroll forms for your Supplemental Contract

Make an appointment with the HR Office for fingerprinting and processing through this link:

https://go.nemogappointment.com/Booking/Booking/Index/1z2187wsdcp

or the QR code:



\*If you have completed a BCI/FBI background check within the last year AND you have the copies of the results, reach out to Karen Holt to determine if it meets the requirements needed for this position.

### WHAT ARE NEXT STEPS?

HR Processing - continued

Your appointment will be at the Worthington Education Center (WEC) at 200 East Wilson Bridge Road, Worthington, OH 43085.

After you schedule your appointment, Karen Holt will email you the payroll forms to complete.

When you come for your appointment, please bring the following:

- \$50 fee for BCI/FBI background check <u>preferred payment Debit/Credit Card</u>. We will accept Check/Money Order payable to Worthington School. We cannot accept cash in our office.
- Completed Payroll Forms
- Verification from your bank for the Direct Deposit account either a Voided Check or Direct Deposit Authorization Form from your bank.
- □ Driver's License
- Social Security Card (required by the payroll department)

### WHAT ARE NEXT STEPS?

- 3. Contact Suzanne Palmer in Gifted Services at <a href="mailto:spalmer@wscloud.org">spalmer@wscloud.org</a> or 614-450-6055 with team information (Team Manager, School, Grade(s) of team members, #of team members, ability to add team members, and team contact information). Deadline to contact Suzanne to register a team is FRIDAY, NOVEMBER 1st.
- 4. Team Registration November 1st

### WHAT ARE NEXT STEPS?

- 5. Team Registration November 1<sup>st</sup>
- 6. Worthington Dress Rehearsal February 27, 2025, 6:30 PM at the WEC.
- 7. Central Ohio Regional Destination Imagination Tournament March 1, 2025, Pickerington HS (Tentatively)
- 8. State Tournament March 29, 2025, Barberton HS, Barberton, OH

### **REGISTRATION AND FEES**

Worthington Schools covers cost of:

- Team Challenge #
- Registration fee for state tournament (if applicable)
- Registration for qualifying Global teams
- Supplemental contract for Team Manager

### IMPORTANT RESOURCES

www.destinationimagination.org

## We Need You!!

Sign up **HERE** to be a DI Team Manager

# **QUESTIONS?**

For more information, contact Suzanne Palmer, Gifted Services Coordinator

spalmer@wscloud.org

614-450-6055