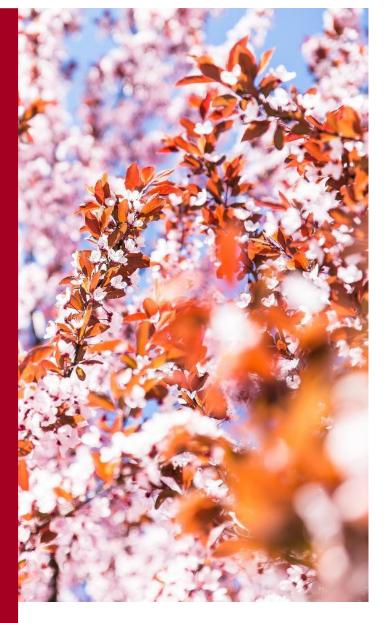


OBEA VOLUNTEER POSITIONS

CONTEST CO-ORDINATOR

Benefits to being an OBEA Contest Coordinator:

- Promote Business Studies Education
- ☑ Networking
- Include in your Annual Learning Plan



ROLE: This position is a volunteer position. The OBEA Contest Coordinator is primarily responsible for the co-ordination of all OBEA Contests.

RESPONSIBILITIES: This individual is responsible for the following:

- Determines the yearly OBEA Contest Timeline.
- Updates Contest Chairs' contact information.
- Updates Contest information.
- Updates the OBEA Contest Identification Form.
- Ensures the Contest information is current on the OBEA Website.
- Gathers all information from the Contest Chairs to determine student winners.
- Prepares the annual OBEA Student Award Winners' List.
- Prepares congratulatory letters to all OBEA Student Award winners.
- Co-ordinates the OBEA Fall Student Awards' Luncheon.

DEADLINE TO RECEIVE APPLICATIONS IS JUNE 30, 2023

If interested, please contact

Debralee Lloyd-Graham

Email:

debralee.lloyd-graham@yrdsb.ca

Position commences January 1, 2024