

**SCIENCE OLYMPIAD
NATIONAL EVENT SUPERVISOR NOMINATION FORM**



We want to know which event or events a person is interested in supervising and what experience they have had with one or more events. To be accepted as a National Event Supervisor, you **first** need to have had successful experience as a regional or state event supervisor and be nominated or recommended by a Regional or State Director. Because a few veterans with valuable years of tested experience return the next year, nominees may not be placed until an opening occurs.

Supervisor Stipulations: National Supervisors are expected to agree with these stipulations:

- Encourage and challenge students in a professional and friendly manner.
- Bring (or request from host institution) all materials and questions needed to conduct an event according to the current rules and coordinate this with event assistants. If you need a current copy of an event, send an email with the event name in the subject line. Do not assume the rule is the same as last year. Secure prior approval from the host institution for any expenses not provided by the host.
- Officials may not supervise an event in a division in which their school/district or a relative participates.
- Supervisors and volunteers may not gain financially from the sale of tests, kits, or other materials that relate to the event they supervise.
- Supervisors and volunteers may not share test questions or design structures with students or coaches.
- If a Supervisor runs an event at other tournaments, the national questions and specimens must be different. The national tests and results become the property of the Science Olympiad.
- The same test must not have been used in another tournament nor be used in both B and C Divisions.
- The Science Olympiad President must approve any late announcements or clarifications that are not already posted on soinc.org. Supervisors must not respond to individual teams, as all announcements and clarifications must be posted so all teams can view them.
- Supervisors must follow the [Scoring Guidelines & Counseling Form](#) and may be asked to complete other information required by the host institution.

For Event(s)/Task(s) _____ for Div.B/Gr. 6-9 Div.C/Gr. 9-12

Applicant Name _____

E-mail address _____

Cell Phone _____ Fax (____) _____ - _____

Place of Business _____

Business Address _____

City/State/Zip _____

Business Phone (____) _____ - _____

Home Address _____

City/State/Zip _____

Home Phone (____) _____ - _____

Organization that you are representing (if different from place of business) _____

Brief statement of support from Director doing the nominating: "I recommend this person because ...

Director's Name: _____ Phone Number or Email _____

Please also complete the 2nd page of this form.

EVENT SUPERVISOR NOMINATION FORM (Continued)

Please provide the following information about the person being nominated:

1. Please list a brief history of Science Olympiad experiences as a Supervisor for the following event(s), place(s) and dates(s). If possible attach a copy of an **event test & key** that has been administered at a regional or state tournament:

EVENT	PLACE & LEVEL (state or regional)	DATE

Comments:

2. A brief summary of the person’s other experiences or background related to the event this person wishes to supervise (optional).

3. Science Olympiad will provide complimentary Room and Board for Friday, Saturday and Sunday (where needed) for National Tournament Supervisors/Chairpersons. We regret that there are very limited funds available for travel expense.

- Yes, I have Institutional/Organizational/or Personal support for travel to this year’s National Finals, and
- Yes, I would also like to be invited to future National Finals if my event is still in rotation.
- Yes, I have run or am planning to run this event at our Regional or State tournament (very important so you know the potential expectations and trap doors), and
- Yes, I will not use the same tests at Nationals.
- Yes, if my event uses specimens, I have access to live/preserved/actual specimens in addition to pictures.

Please describe:

For NSO: Please complete this form, save it and attach it as an email to gjputz@soinc.org
or mail this form to: Science Olympiad, Two Trans Am Plaza, Suite 415, Oakbrook Terrace, IL 60181

To nominate a regional or state tournament supervisor, return this form to the director listed on
<https://www.soinc.org/join/state-websites>