

### In House Director (two-year position)

- Attend all board meetings to discuss and vote on issues/concerns brought up by the board and or anyone else involved with SYBA. Board meetings are at least once a month.
- Attend all informational meetings (Parent Meeting, Yearend Meeting).
- Provide direction to League Coordinators ensuring all leagues are divided up equally using prior year evaluations to spread the talent as even and fair as possible. Also, ensure all coaches are contacted letting them know when the coaches' clinic is and that they must attend. Ensure all background checks are completed
- Make any necessary rule changes after consulting with League Coordinators
- Ensure League Coordinators meet with coaches at coach's clinic.
- Coordinate with equipment coordinator to ensure all equipment is ready
- Coordinate with uniform coordinator to ensure all uniforms are ordered and distributed timely including coach's shirts and hats
- Coordinate with picture coordinator to ensure picture schedule is distributed
- Handle any questions/concerns brought to you by parents/coaches once the season is underway periodically talking with coaches making sure that the season is going well.
- Organize the end-of-season Shakopee league tournament at Tahpah Park.
- Coordinate with equipment coordinator to ensure all equipment bags are returned.
- Assist with all SYBA sponsored tournaments