

## PWYSA BOARD OF DIRECTORS – SEPTEMBER 1, 2010

<b>President</b>	Mike Carter	The President leads the organization. The President builds relations with other associations and represents PWYSA in the larger softball community. The President is responsible for assuring that Board Meetings are conducted on a frequent basis and that the association operates within the boundaries of its bi-laws and in the best interest of the community of players it serves.
<b>Vice President</b>	Mike Rod	The Vice President is helps define the objectives and goals of the organization and supports the President, and would potentially fill in if the President is unable to fulfill their duties. The Vice President represents the organization within the local community, and forges and maintains the relationship with the local schools. The Vice President leads the Executive team meetings.
<b>Treasurer</b>	Tom Mertens	The Treasurer has responsibility for the Finance, Accounting, Controls, and Compliance for the association. The Treasurer has the responsibility for controlling all funds related to all activities including the fields and equipment. The Treasurer will also assure that any filings are made.
<b>Secretary</b>	<b>OPEN</b>	The Secretary has responsibility for internal and external communications, marketing, and sales. The secretary with help of the reporting functions is the face of the organization to the general public. The Secretary assures that each of the areas of Marketing, Communication and Sales are operating effectively. The Secretary is ultimately responsible for generating revenue through player registrations, sales of goods, donations, sponsorships etc.
<b>Executive Director of Travel</b>	<b>OPEN</b>	The Executive Director of Travel is responsible for players and teams, both Recreational and Travel. This role is accountable for player development, team formation, team registration, and coaching selections. The Executive Director of Travel responsibilities encompasses most of the activities concerning players and teams.
<b>OPERATIONS (Responsibility of Director of Travel)</b>		
<b>Director, Player Development and Clinics</b>	Joe Waalk	The Director, Player Development and Clinics is responsible for determining the player and coach training needs of the organization, instructor selection and curriculum.
<b>Director, Recreational League (Formerly In House)</b>	Jeff France	The Director, Recreational League is responsible for Recreational team formation, player assignment, scheduling, coach selection, year end tournament and with support from the other areas will generally responsible for the operation of the Recreational program.
<b>FINANCE, COMPLIANCE, AND ADMINISTRATION (Responsibility of Treasurer)</b>		
<b>Director, Facilities and Equipment</b>	Kent Sticha	The Director, Facilities and Equipment is responsible for overseeing and supporting the Equipment coordinator and the Facilities coordinator in the function of their roles. The role works closely with the Treasurer to ensure we have proper insurance, and that our equipment and facilities are safe for our players, coaches and fans. The Director Facilities and Equipment assures we have sufficient equipment and facilities to support our organization. They are the liaison between the organizations, cities, and Rec. Programs we obtain facilities from.
<b>COMMUNICATIONS, MARKETING, FUNDRAISING AND SALES (Responsibility of Secretary)</b>		
<b>Director, Communication</b>	Mark Anderson	The Director, Communication develops the materials used by the association to communicate internally and externally. They work with vendors and writers and arrange for all communications which comes from the Board or the Association. This role will be key in selecting the tools and technologies associated with communicating to all parties.
<b>Director, Web Development</b>	Brian Ingemann	The Director, Web Development focuses on updating the website, teaches Team Managers how to use team pages, acts as a general liaison for Team Managers with questions, works with the Director, Communication to keep the website current regarding Association and Board communications.
<b>Director, Sales and Marketing</b>	<b>OPEN</b>	The Director, Sales and Marketing focuses on promoting the organization to the families in the area. They plan marketing and recruiting efforts to acquire players, and analyze registration statistics and demographics to create an overarching plan, promotional events and concepts to drive and improve sales of PWYSA goods, services and material.
<b>Director, Fundraising</b>	<b>OPEN</b>	The Director, Marketing promotes the organization to the businesses, and larger community, their focus is to Market PWYSA as an entity to the local businesses and potential business partners.

<b>Director, Sales (Branded Soft goods – Uniforms)</b>	Dennis Spindler	The Director, Sales develops, promotes and sells all “branded” products that contain either the PWYSA brand name and/or Wayzata Fastpitch logo. The primary responsibility of this position is ensuring a positive revenue stream in conjunction with soft goods, uniforms, and spirit wear providers.
--	-----------------	--

<b>BOARD SUPPORTING POSITIONS (non-voting)</b>		
--	--	--

<b>Tournament Director, Hosted Travel Tournaments</b>	<b>OPEN</b>	The Tournament Director, Hosted Travel Tournaments – is responsible for all aspects of our hosted tournament. Obtaining umpires, volunteers, teams, food, scheduling, permits.
<b>Coordinator, Try Outs</b>	Mike Rod	The Coordinator Try Outs plans and handles the tryout process. They are responsible for assuring a fair process. They get the evaluators, determine evaluation criteria and are responsible for tabulating results.
<b>Coordinator, In-house Umpires</b>	Sue Mrachek/ Seley	The Coordinator, In-house umpires, hires the umpires for the in-house program. Builds the umpire schedule, approves payments for umpires, and arranges training for umpires.
<b>Coordinator, Team Managers</b>		The Coordinator, Team Managers, works closely to support each teams manager. The Team Manager is the coaches’ interface with the PARENTS on the team, and with the ASSOCIATION. Each travel team needs a Team Manager. They work for the team, and for the coach so the coach and assistant coaches can conduct on-field activities. The Team Manager can communicate and work with the parents. The Coordinator, Team Managers will work with the web site director to assign team pages and support all team Managers.
<b>Coordinator, Facilities</b>		The Coordinator, Facilities works with the communities to obtain the facilities needed to play and practice. They communicate with the Coaches and Team Managers to provide schedules for games and practices. They communicate with the Coordinator, in-house umpires and the Coordinator, travel umpires with the game schedules to ensure that all games have umpires. They maintain the master field schedule and they assure that the facilities are reserved to accommodate all the Recreational (in-house) games and all Recreational (in-house) and travel practices.
<b>Coordinator, Equipment</b>		The Coordinator, Equipment manages the equipment bags and is the contact for Team Manager (or coach) if they have equipment needs. They work with the Director Facilities to determine the equipment requests and to obtain and deliver the equipment to the teams. They also are responsible the managing and tracking of the association equipment, including but not limited to bats, balls, catchers gear, pitching machines, softies, and instructional aids. They also distribute game and practice balls to teams. They determine when inventory should be replaced, or repaired and work with appropriate vendors.
<b>Coordinator, Registration</b>	Sue Edblom	The Coordinator, Registration handles the registration process, they work with the Communications team, to publicize the registration, coordinate the registration dates, communicate with the Board on the registrations, run general statistics on registration for the Summer in-house and travel programs, the Fall travel, and the winter clinics.
<b>Coordinator, Sponsors</b>		The Coordinator, Sponsors coordinates the acquisition of sponsors for the association. Generally they focus on team sponsors, getting the sponsors, and managing the sponsor relationship. They look for opportunities to strengthen the sponsor-organization relationship. In addition to team sponsors, they work to get team banners, and organization sponsorships. They insure we promote the sponsors businesses and
<b>Coordinator, Fund Raising</b>		The Coordinator Fundraising, focuses on fundraising activities, They look for ways to raise funds for the association to be used for the benefit of the association. The schedule, plan and coordinate fund raising activities.
<b>Coordinator, Volunteers</b>		The Coordinator, Volunteers obtains and coordinates the use of volunteers during the season. They schedule the tournament volunteers for the travel and the in-house tournament. They also obtain volunteers by working with Team Managers to find parents to fill volunteer needs as they arise.
<b>Coordinator, Team Pictures</b>		The Coordinator, Team Pictures works with the vendor to plan picture dates and communicates with the team Managers to schedule team photo’s. Get’s team photo’s and distributes them.

**STAFF POSITIONS**

<b>TEAM COACHES – TRAVEL</b>		A Travel team coach is a paid position. They are hired to coach a travel team during the summer season.
<b>TEAM COACHES – IN-HOUSE</b>		Team Coaches for the Recreational League (In-House) Program are generally volunteers who coach a Recreational team for the summer season. These are generally unpaid positions. The board may approve a small payment or reimbursement of a siblings registration fee to these recreational coaches.
<b>TEAM MANAGERS TRAVEL</b>		Travel team managers are responsible for a variety of team related activity including communications, coordination, etc..this is an unpaid position.
<b>INSTRUCTORS – CLINICS</b>		These clinicians are responsible for teaching at PWYSA sponsored clinics. This is a paid position.
<b>TEAM COACHES – FALL</b>		A fall team coach is a paid position. They are hired to coach a travel team during the fall season.
<b>INSTRUCTORS – ROVING</b>		These instructors are hired to travel between practices of various travel teams and assist with those teams based on individual coaching requests. This is a paid position.
<b>EVALUATORS – TRY OUTS</b>		The evaluators will be responsible for evaluating during the try-outs. This may or may not be a paid position, however, those clinicians participating as evaluators will be paid.

