

Mighty Mites, Little, Rookie, Minor, Valley and Sr Valley League
Coordinators

- This position will coordinate teams and coaches for a grade level.
- Attend board meetings as needed to discuss issues/concerns brought up by the board and or anyone else involved with SYBA. Board meetings are once a month but attendance at all meetings is not necessary.
- Attend all informational meetings (Parent Meeting, Yearend Meeting).
- Prior to registration, field questions by parents and/or kids about your assigned league.
- Divide up the teams and coaches equally. Contact all coaches notifying them about the coaches' clinic (coaches attendance is mandatory) and the need to fill out a back ground check form.
- At the coaches clinic, meet with coaches and hand out rosters and schedule of games and practices. Coaches will contact all of their players to set up the first practice and parent meeting if need be.
- Review the rules and answer any questions by the coaches. Discuss with coaches that they will be responsible for all equipment at the fields and to make sure nothing is left on the fields after games and or practice and they are returned to the lock boxes.
- Coordinate with equipment, uniform and picture coordinators to ensure all equipment is ready and distributed, uniforms (including coaches shirts and hats) are ordered and delivered and picture schedule is distributed. Most of this will be done at Coaches' Clinic. In House director will also assist with these tasks
- During the season, handle any questions/concerns brought by parents/coaches. Periodically talking with coaches making sure that the season is going well.
- Help organize the end-of-season Shakopee league tournament at Tahpah Park – does not apply to Mighty Mites.
- Coordinate with equipment coordinator to ensure all equipment bags are returned.