# MOSINEE

#### Mosinee Area Soccer Association

### ORGANIZATIONAL CHART

**REVISED DECEMBER 5, 2018** 

#### **Coaching Coordinator**

Recruits, trains, and helps develop good coaches and team managers. Coordinates with President to ensure backgrounds checks are completed. Coordinates with equipment manager to be sure coaches have needed equipment.

#### **Registration Coordinator**

Oversees everything dealing with the player registration process, including electronic registration and forms, organizing the balance of teams, game scheduling, and ordering jerseys.

Coaches

**Team Managers** 

**Equipment Manager** 

Jersey Manager

Game Scheduler

#### **Referee Coordinator**

Finds, trains, schedules, and oversees qualified referees.

#### **Volunteer Coordinator**

Establishes positions in DIBS. Works to find people to fill unfilled positions. Reports names of families who do not fill positions to the Board.

#### **MASA Board:**

President
Vice-President
Secretary
Treasurer
Coordinators
At-Large Members

## **Equipment Coordinator**

Manages the inventory of all game-related equipment.

#### **Concessions Coordinator**

Oversees the sales of anything in or near the concession stand. Works with booster club. Conducts inventory. Communicates with Treasurer.

Concessions Assistant(s)

**Daily Helpers** 

Cookout Helpers

**Inventory Helpers** 

#### **Grounds Coordinator**

Coordinates the initial setup including goals and nets, weekly field painting and clean-up, and end-of-season takedown. Communicates with City about mowing.

Weekly Thursday Clean-Up Helpers

Weekly Paint

End-of-season Takedown Helpers

Weekly Painters

Manager

**Initial Set-Up Manager** 

**Initial Set-Up Helpers**