

Election, Spring 2021

Commissioner - Eligibility and Duties and Responsibilities

Eligibility – Constitution Article VI, Section 1, C. 1.

1. Commissioner – To be an eligible candidate
 - a. Must be a Regular member of the Arizona Region of USA Volleyball for three years prior to the appointment or election.
 - b. Must be able to pass a USAV Background Screen and remain current in SafeSport Training during the term of service.
 - c. Must be involved with regional activities and operations for a minimum of eight years immediately preceding the election and have served on the Arizona Region Board of Directors at least 5 of those 8 years.
 - d. Must have a thorough knowledge of Arizona Region policies, rules, regulations and operational procedures as outlined in the Arizona Region Handbooks and Policy Manual.
 - e. Must be in Good Standing with the Arizona Region and USA Volleyball.
 - f. As a corporate officer must not have ever filed for either personal or corporate bankruptcy.

Duties and Responsibilities – By-Laws Chap 11, Section 4, A. 2-9

2. Administrative
 - a. Manage the administrative and operational activities of the Arizona Region.
 - b. Define the responsibilities, appoint and supervise each of the following positions:
 1. Office Manager
 2. Office Staff
 3. Manager of the Website
 4. Social Media Director
 5. Marketing Director
 6. Ethics and Compliance Officer
 7. SafeSport Director
 8. Outreach Director
 9. High Performance Director
 10. Coach's Education Director
 11. Beach Director
 12. Special Projects
 - c. Enhance and maintain relations with all other USA Volleyball Regions.
 - d. Serve as a resource to all other positions on the Board of Directors or committee members in carrying out the prescribed duties of their positions.
 - e. Work with clubs or other entities applying to host national or zonal level tournaments.

- f. Review and approve or deny event sanctioning of local and national level events in Arizona.
 - g. Implement directives from USAV Staff and RVAA.
3. Representation
- a. Attend either in person or by conference call, all meetings of the Arizona Region Board of Directors
 - b. Attend the annual Arizona Region Board and Staff Retreat
 - c. Attend the two (2) Regional Volleyball Association Assembly (RVAA) meetings each year. If unable to attend an RVAA meeting, the Commissioner will appoint a principal representative to attend and represent the Arizona Region.
 - d. Be willing and available to participate on at least 1 RVAA committee.
 - e. Coordinate with the Junior Division Coordinator implementing programs, ideas and policies from the USA Volleyball Junior Assembly (JA).
 - f. Develop an understanding of the Girls Junior National Qualifiers and Boys Bid Tournaments; how they work and the benefits of participation in the qualifier process.
 - g. Attend the Junior Division Committee meetings and be knowledgeable about junior issues.
 - h. Attend the Officials' Division meetings and be knowledgeable about officials' issues.
 - i. Demonstrate a commitment to the growth and development of volleyball; junior and adult teams; male, female and co-ed; indoor and outdoor.
 - j. Demonstrate a commitment to the growth and development of both the Indoor and Beach/Sand Divisions of USA Volleyball.
 - k. Foster the professional growth opportunities for officials and coaches in association with their respective Division Coordinators.
4. Meetings
- a. Schedule, organize and conduct meetings of the Board of Directors of the Arizona Region of USA Volleyball
 - b. Coordinate with the Office Staff to schedule, organize and conduct the annual Board/Staff Retreat.
 - c. Coordinate with the Office Staff to schedule, organize and conduct the Annual Fall General Assembly.
5. Communication
- a. Be responsible for all forms of communication including, but not limited to:
 - 1. All communication directly with the membership
 - 2. All communication with Arizona Region Division leadership.
 - b. Report regularly at Board meetings and through the Arizona Region Newsletter, actions and activities of the Region Office.
 - c. Be willing and able to engage in community interaction to enhance the continued growth of the Arizona Region by
 - 1. Fostering communication between the Arizona Region and Arizona academic institutions.

2. Developing relationships with other volleyball organizations as well as other sport-related entities.
 3. Defining and communicating the scope and responsibilities of Arizona Region Junior volleyball clubs and programs.
 4. Mentoring, monitoring and assessing the development of newly formed Adult and Junior programs.
- d. Write a minimum of one (1) article for every edition of the Arizona Region newsletter.
6. Documentation
 - a. Be knowledgeable of all membership forms and documentation as required by USA Volleyball
 - b. Have a working knowledge of the Regional database and National registration system.
 - c. Have a working knowledge of the registration process, insurance certificates and policies as they pertain to membership and eligibility.
7. Disciplinary
 - a. Conduct Office personnel investigations of dereliction or malfeasance.
 - b. Chair the Appeals Committee of the Ethics and Compliance Committee
8. Finance
 - a. Develop, oversee and maintain all phases of the Commissioner's budget
9. Miscellaneous
 - a. All other duties as assigned by the Arizona Region Board of Directors.
 - b. Perform other duties and responsibilities as necessary to carry out the charges of the office.