

## Stillwater Boy's Travel Basketball Board Positions



### Board Positions:

- *President – Greg Klancher*
- *Treasurer – Matt Papke*
- *Tournament Director – Mark Cotton*
- *Scheduling Coordinator – Kevin Trauscht*
- *Coaching & Tryout Coordinator – Justin Bonestroo*
- *Social Media & Communications Director – Jen Stoltenow*
- *Website & Sports Engine – Donnie Fellows*
  
- Assistant Tournament Director (Operations) – OPEN
- Assistant Tournament Director (Concessions) – OPEN
- Fan Gear & Equipment Coordinator – OPEN
- Fundraising Director – OPEN

### Assistant Tournament Director – Operations

Time Commitment: 1 to 2 hours per month out of season. 10 to 12 Hours per month in-season (December – February).

- Co-Manage day-to-day operations at Stillwater Basketball Tournament
- Establish volunteer schedule for the Stillwater Basketball Tournament
- Manage volunteer workers day of event
- Work with Website/Communications Director to post volunteer positions to Dibs (Sports Engine Volunteer System) and send volunteer recruitment emails and communications pre-event.
- Ensure all game scores are posted following the completion of each game throughout the event.
- Coordinate distribution of trophies with assistance from on-site coordinate to winning team head coach following championship games
- Work with Referee Contact to get referees scheduled for all games. NOTE: Referee Contact recruits all refs...this position just needs to coordinate activity with this individual.

### **Assistant Tournament Director – Concessions**

Time Commitment: 1 to 2 hours per month out of season. 10 to 12 Hours per month in-season (December – February).

- Coordinate purchasing of all food for event – some purchases from local groceries and other purchases through Stillwater High School Athletic Department
- Order all food and supplies for event
- Coordinate volunteer schedule and work with Assistant tournament director to post to dubs
- Manage day-2-day operations of concession stand – volunteers, food, money, etc.

### **Fan Gear & Equipment Coordinator (no basketball knowledge required)**

Time Commitment: 1 to 2 hours per month out of season. 3 to 5 hours in-season (July – October).

- Work with tryout coordinator to confirm tryout jerseys setup and ready for tryouts in August.
- Work with Basketball board to order new jerseys for season every 2 years.
- Update Team Store (Squad Locker) with new gear, new logos annually or as needed.
- Facilitate distribution of jerseys at beginning of year for any new players
- Work with board to re-order and stock coaches bags and practice equipment (cones, bags, coaching board, medical equipment, etc.).
- Order any additional coaching equipment as needed.
- Coordinate with Stillwater Basketball Treasurer on fundraising payout from Squad Locker

## **Fundraising Director**

Time Commitment: TBD

- Leads all PBB's various fundraising efforts (securing venue, date, logistics, etc.)
- Conducts fundraising and sponsorship activities to support tournament and efforts
- Serves as primary liaison with local businesses and the Stillwater community to promote program and collect donations
- Creates and distributes all print materials needed for fundraising events
- Communicates at the parent meetings and set expectations for assistance needed