

Enfield Soccer Association Vice President – Recreational

- Attend monthly General Board meetings
 - Oversee General Board Members under President
- Attend Executive Board meetings – 4 to 6 per annually
 - Follow through with decisions made at meetings
- Member of Advertising Committee
 - Registration signs placed around town which may include contacting local businesses
 - Contact with Town Manager for sign on Town Green advertising sign ups. Fill out school field usage forms and submit to schools.
- Member of Disciplinary Committee for Recreational
 - Solve any disciplinary issues prior to a committee meeting
- Communication with Registrar and Registration Manager prior to season start date (arranging divisions)
- Format game schedules for Fall and Spring (conflicts with CCD, Family Day, Holidays, Rec Fest, etc.) Coordinate schedule postings on web site with web master.
- Communicate with the web master for updates & changes to web site
- Recruit Division Managers as necessary
- Assist Division Managers in recruiting coaches as necessary
- Seasonally recruit parents and existing volunteers for additional or new positions as needed
- Involvement with player training
- Involved with Coaching Director for any recreational needs
- Arrange dates with photographer and make adjustments as necessary
- Organize coaches meetings
 - Distribute and discuss schedule, distribute medical kits, field general questions
 - Communicate with Equipment Mgr, prior to & into the upcoming seasons. Including Cleat Donation program.
- Meet/discuss with President field conditions on rain days
 - Post any cancelations on web site by 8:00am. Make calls to others as necessary to notify of game cancellation for rain days
- Acting Activities Director and/or working with Activities Director
- Organize players to march in Memorial Day Parade; contact with parade director
- Distribute recreational and sportsmanship patches to teams per division
- Organize and chair the Larry Hayden Rec Fest in the Spring
 - Contact Hayden Family
 - Organize volunteers for set up, take down, day events
 - Sportsmanship awards; medals for event
 - Sponsorship communication for event

