

Carlsbad Softball Association 14U Liaison

Description of Position:

The 14U Liaison is responsible for being the point of contact for the 14U managers regarding issues such as schedules, rules, playoffs and available clinics. The 14U Liaison also works closely with the scheduler and Umpire in Chief toward getting inter-league games scheduled.

Reporting Relationships: Reports directly to the Manager Coordinator. The 14U liaison works with Player's Agent, Scheduler and Equipment Manager.

Time requirements:

- Attend a quarterly board meeting as necessary during the spring season.
- Approximately 1-2 hours per week to get inter-league games scheduled, umpires, and to keep CSA 14U managers up to date on schedule changes.

Season Schedule:

December: Assist with player draft.

January: Assist Player's Agent with team formation, uniform and schedule distribution if necessary.

 Arrange and/or attend scheduling meeting with managers from other leagues.

February-April: Deal with 14U issues as necessary.

April: Disseminate 14U playoff rules.

 Assist All-Star Coordinator with 14U all-star selection.

Individual Tasks:

- Help with player draft.
- Be available to Player's Agent to assist with uniform distribution or related tasks.
- Email, call or meet with representatives from other leagues to schedule games.
- Contact Umpire in Chief regarding umpire coverage.
- Be available to answer questions of 14U managers and parents.
- Distribute 14U playoff schedules.
- Help facilitate 14U all-star selections.

Related Documents:

CSA CODE OF CONDUCT

CSA COACH'S HANDBOOK

7/05/2006