**Davis Lacrosse Association - President’s responsibilities**

Recruits and in some cases trains key volunteers – Board members including Treasurer and Secretary, all DLA level positions, e.g. boys’ and girls’ coaching coordinators; camp & clinics coordinator; equipment manager; uniform manager; field coordinator; boys’ game scheduler; registrar; webmaster; DLA boys’ and girls’ representatives to the NCJLA; fund raising chair and risk manager. Prior to the start of each spring season finds team managers and reviews their responsibilities as well as how to use the DLA website and Arbiter.

Establishes board meeting dates, times & agendas.

Assures if not leads the development of appropriate policies and procedures.

Oversees the establishment of all programs and assures through key volunteers fields, field lining, equipment and training are delivered or completed on a timely basis. For non-spring seasonal programs works with the camps & clinics coordinator, registrar, boys and/or girls coaching coordinator, field equipment manger and field coordinator to establish a free clinic in the spring before school ends; boys and girls summer camps; one-two free clinics in the fall (last two weekends in September); Boys and girls fall ball camps.

Acts as the primary contact with various organizations and individuals, e.g.,

Is the primary contact with the NCJLA and is the voting club delegate for the Davis Lacrosse Association

Is the official contact with the city of Davis for any co-sponsorship agreement development, changes and compliance. Sends required information to the city of Davis to maintain co-sponsorship status.

Reviews and signs all legal agreements, e.g., coaches’ contracts, co-sponsorship agreement, school district agreements, leases.

Responds to various inquiries regarding lacrosse programs

Communicates with a wide range of people – parents, players, coaches, school administrators, city officials, other lacrosse clubs, other Davis sports clubs, NCJLA administrators, game officials, NORCAL chapter administrators.

Assures that the Davis Lacrosse Association is in compliance with all local, state and federal laws as well as NCJLA and US Lacrosse rules and regulations.

Assures the voice message service for seasonal play is set up and instructions sent out.

Assures scorekeepers, timekeepers, spotters and statisticians are trained.

**Background and/or skills**

Strong interest in the continuing development and expansion of youth lacrosse in Davis and surrounding communities

People, communication and negotiation skills

Some financial acumen

Competent with spreadsheets

Some knowledge of the sport of lacrosse and willingness to learn more

Will need to learn, and be competent using League Athletics website

Time commitment – 5- 25 hours/week depending on the time of the year.