



Menomonie Area Soccer Association

Job Title:	Recreational Soccer Coordinator	Job Category:	Volunteer
Association:	Menomonie Area Soccer Association	Governing Authority:	Menomonie Area Soccer Association Board
Remuneration	One youth registration fee for recreation or competitive travel soccer participation	Location:	Menomonie, WI
Contact:	MASA Board	Appointment:	Appointed
Calendar:	September 1-August 31 (Seasonal) Transition begins immediately with outgoing board member	Election cycle:	Annual Meeting (Spring)
Term:	One year	Board of Directors	Non-voting Member Meeting attendance as needed
MASA website:	www.menomonieareasoccer.org		
Notes:			
<p>Notes:</p> <ul style="list-style-type: none"> • Serve for seasonal year in which they are appointed • May be removed by majority vote of Board at any Board Meeting • Appointed Coordinators should attend regular Board Meetings, shall advise the Board on all matters pertaining to the programs under their jurisdiction and may participate in Board discussions • Appointed Coordinators do not vote on Board issues and should not be considered when reaching quorum 			
<p>Role and Responsibilities (according to constitution under Article 3. Appointed Coordinators):</p> <ul style="list-style-type: none"> • Be responsible for recreational soccer play at U6-U12 • Develop and carry out the Association's Recreational Soccer Program in compliance with the rules and team formation policies for recreational teams. • Communicate information on programs, Association policies, and general information relating to Association activities and team organization to Recreational teams. • Working with the Registrar, order uniforms for Recreational teams, subject to Board approval. • Coordinate with the Coach Coordinator the recruitment and selection of coaches, subject to Board approval. • Coordinate with the Registrar and Coach Coordinator the assignment of players and coaches to teams. • Recommend registration fees and procedures to the Board. • Ensure the availability of toilets and concessions. • Report to the Board on all matters relating to recreational soccer. • The Board may assign assistants to the Recreational Soccer Coordinator to help manager specific groups. 			



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Working duties and responsibilities:

- Etc.
- Etc.
- Etc.

Reviewed By:	MASA Board	Date:	12/3/2018
Approved By:	MASA Board	Date:	12/3/2018
Last Updated By:	Jacqueline Bonneville	Date/Time:	12/5/2018