

Vice President Roles and Responsibilities

- Attend Executive and League meetings as scheduled by the President.
- Perform the duties of the President in the President's absence.
- Coordinate with all Board members on an as needed basis regarding any issues involving league rules, regulations or projects. Have a complete knowledge of league by-laws and rules.
- Responsible for election of new officers for any vacant positions.
- Work with President, Information Technology Administrator, and Director of League Personnel on player registration and player draft.
- Set draft rules and registration deadline dates. Run league drafts. identify conflicts of interest, and make adjustments to eliminate conflicts.
- Maintain a roster of all registered players and team assignments.
- Communicate with Director of Marketing regarding current and/or new sponsors and coordinate with sponsors on all color combinations for all uniforms, including hats.
- Responsible for ordering, and distribution, of Fall/Winter and Spring League uniforms.
- Communicate with vendor and the Board regarding style, colors and order date.
- Generate accurate lists of all players assigned to teams with correct shirt sizes once the draft has been completed.
- Work with the President and Board members to oversee and approve all purchases and event costs to the league.
- Oversee the process and function of all active committees assigned to the position, as defined within the PCSSA Organizational Chart. Report back to the Board any relevant information from these committees.