



## 15U (Bantam) Division Director

First, thank you for volunteering to be a Division Director. You are the voice of Vernon Baseball and represent all of your coaches, players, and parents. All issues and concerns on and off the field will be directed through you. You are responsible for the planning and execution of a successful season. Below is a list of the common duties of a Division Director. If you have questions that have not been answered here, please seek support from the Vice President.

### Role

The 15U Director's primary responsibility is to organize the 15U division and schedule. In addition, the 15U Director must communicate effectively with Vernon Baseball Executive, coaches, umpires and parents as required. Finally, the Bantam Director must facilitate a healthy, fun and educational environment for kids, coaches and parents; and inspire the principals of sport through the game of baseball.

### Duties

**Monthly Meetings:** Attend monthly Vernon Baseball Executive meetings to discuss league topics. Vote on changes to policy, expenditures and contribute new Ideas. Understand Vernon Baseball policies, Code of Conduct and the rules that apply to each division.

**Pre-Season:** Upon registration, obtain a list of all players and coaches in 15U. Contact coaches and assistants to insure there is 1 head coach and 2 assistants for each team. This is the most difficult part of the job and requires support from parents to make a commitment. Coaches must meet the requirements of the Vernon Baseball and will be evaluated by the Vice President. Finalize the number of teams in the division. Schedule the assessment day and plan the season. Contact the President to book the fields for games and practices. Establish contacts with Interior Associations.

**Assessment Day:** Utilize all coaches and assistants to set up age appropriate stations to test the skill level of the players. Evaluate each player on ability, performance and attitude. Establish A, AA, team's status based on the evaluation. AAA season starts earlier and players need to be identified before February 15.

**Coaches:** All coaches and assistants must have a valid Criminal Record Check. Support and training for coaches will be provided by the Vice President. Your role is to communicate effectively with the coaches to maintain a standardization of division policies and rules. Bring all unresolved issues to the Executive.

**Scheduling:** Attend Spring Interior Meeting and meet with the Interior Director / Scheduler. Advise them of our A and AA team numbers. Give them the schedule of our field availability. The Interior League has A, AA, AAA teams. Once they have determined the number of teams they will schedule the season. The 15U Director will distribute the schedule to coaches, parents, Umpire Co-ordinator, and the Communication Director. The website must be updated with all changes to the schedule.

**Equipment:** Familiarize yourself with your fields and equipment. The Equipment Manager will provide you with the keys to access the parks and lock ups / lock boxes. All equipment bags and first aid kits will be the responsibility of the coaches. All requests for replacement gear or training aids should come to the Division Director.

**Uniforms:** Establish a date to size, order, receive and distribute uniforms. The Uniform Director will provide each team with a complete set of travel team uniforms and deal with any issues.

**Fields:** Marshall Field is maintained by GVPRD. Everyone involve in baseball is responsible for keeping the fields safe and clean. Any unresolved issues should be communicated to the President. Raking, base layout, garbage, storage areas and safety issues are the responsibility of the coach.

**Summary:** The Division Director has the full support of the Executive. The season's success is not solely based on statistics. The parent and players base their opinion on an event filled, fun, well organized season. Tournaments, summer ball, and skills sessions are just the start. Be creative, Vernon Baseball is always looking for ways to improve.