

**Vice Presidents:** Shall carry out duties allotted by the President, and in the event the President is unable to carry on with his duties, they shall, by common consensus between them, appoint one of themselves to carry on with the President's duties.

**Administrative Vice President:** Shall carry out specific duties assigned by the President not specified in positions of remaining vice-presidents and shall be responsible for purchasing any awards as required. (shall be responsible for the distribution of bursaries as per the executive).

**Treasurer:** Shall keep such financial records, including books of account, as are necessary to comply with the Societies Act.

- Shall render financial statements to the directors, members and others when required,
- Shall be a signing officer

**Secretary:** Shall conduct the correspondence of the Society and issue notices of meetings of the Directors and the Society.

**Director of Publicity:** Shall be responsible for all newsletters, advertising and all social media accounts including and not limited to Facebook, Instagram and twitter.

**Uniform Manager:** Shall maintain, repair, and store all uniforms owned by the Association.

- shall issue all uniforms to each team
- shall ensure return of uniforms from each team on completion of season
- shall keep on hand an ample supply of uniforms as may be required on direction of the Executive
- shall arrange purchase of all uniforms as ay be required by the Association
- must obtain at least (2) two written quotations on each item.

**Sponsorship:** Shall be responsible for soliciting sponsorships for the Association, except traveling (rep) teams.

**Umpire in Chief-** Shall be responsible for settling game protests and rule disputes, and if unable to solve a particular problem shall call for an executive meeting.

- shall promote training and upgrading of umpiring with eh Association,
- shall (oversee) schedule (of) umpires as required

**Umpire Scheduler:** Shall schedule all umpires for season games and tournaments

- Assist Umpire in Chief with scheduling duties and conflicts
- Communicate with other organizations if unable to fill tournament schedule with umpires.

**Tournament Director:** shall be responsible for the coordinating and promoting all Association in house tournaments

**Volunteer Coordinator:** shall be responsible for allocation and coordination of all volunteer positions. Shall be responsible for the eligibility of all exemptions.

**Concession Assistant-** Shall assist concession manager as required in all responsibilities of the concession