**Blackfoot Little League Baseball**

**Roles and Responsibilities**

These are Basic but not limited to Roles and Responsibilities of the BLLB.

President: 2 yr term

* Oversees and participates with the league as a whole for the benefit and safety of the players, coaches, league representatives.
* Participates in and helps organize league sign-ups, draft day and Battle At Blackfoot.
* Can answer questions about the league rules, is available to the commissioners for any situations that may come up.
* Updates website.
* Represents the league community and/or city officials.
* Helps all commissioners with decision making if needed.
* Writes out the league schedule and end of season tournament.
* Marks MVMS fields for T-Ball games.
* Does not have a vote unless it is a tie breaker.

Vice President: 2 yr term

* Is available to support President and participates with the league as a whole for the benefit and safety of the players, coaches, league representatives.
* Takes care of and organizes, and orders equipment as needed.( bats, balls helmets, catchers equipment, trophies ect.)
* Participates in and helps organize league sign-ups, draft day and Battle At Blackfoot.
* Can answer questions about the league rules, is available to the commissioners for any situations that may come up.
* Represents the league community and/or city officials.
* Helps all commissioners with decision making if needed.
* Has 1 Vote in voting process.

Treasurer:2 yr term

* Keeps all bank accounts up to date, budgets and balances the league’s finances.
* Keeps all payments current to vendors, insurance and suppliers.
* Participates in helps organize league sign-ups, draft day and Battle At Blackfoot.
* Can answer questions about the league rules, is available to the commissioners for any situations that may come up.
* Represents the league community and/or city officials.
* Helps all commissioners with decision making if needed.
* Has 1 Vote in voting process.

Secretary: 2yr term

* Keeps notes and minutes at meetings.
* Participates in helps organize league sign-ups, draft day and Battle At Blackfoot.
* Can answer questions about the league rules, is available to the commissioners for any situations that may come up.
* Represents the league community and/or city officials.
* Helps all commissioners with decision making if needed.
* Has 1 Vote in voting process.

Umpire Commissioner:

* Single point of contact for league commissioners with any questions or issues regarding umpires.
* Contacts and schedules umpires for all games.
* Must know the skill level in order to assign the umpires as best as possible to the age group.
* Keeps record of what umpire works on what field on each day to give payroll to the Treasurer and distributes checks.
* Participates in helps organize league sign-ups, draft day and Battle At Blackfoot.
* Can answer questions about the league rules, is available to the commissioners for any situations that may come up.
* Represents the league community and/or city officials.
* Helps all commissioners with decision making if needed.
* Has 1 Vote in voting process.

Tee Ball Commissioner:

* Takes and separates the players into evenly rostered teams. ( T- Ball may have parents request their child to be put on a team if needed)
* Schedules the season for a 2 day a week game play.
* Gets counts for uniforms, and team names.
* Makes sure that the equipment is at each field. (can be done with coaches help)
* Schedules picture day.
* Orders trophies for end of season and distributes them with any available board members.
* Has 1 Vote in voting process.

League Commissioners:

* Single point of contact for the coaches of your league age group.
* Receives coach’s questions and any issues that may come up. (all board members are available to help with any questions or issues).
* To make sure that the gear and equipment is ready for each game before game time. (All games at airport field had the equipment in the shed in between the fields and commissioners can take turns opening and locking the shed on game days.)
* Keeps score books logged in the system at the end of each week.
* Makes the decision on whether a game is cancelled due to weather or unexpected circumstances.
* Also in charge of re scheduling make up games and coordinating with the umpire commissioner for officiating, and also the city representative for field prep.
* Schedules picture day.
* Participates in helps organize league sign-ups, draft day and Battle At Blackfoot.
* Can answer questions about the league rules, is available to the commissioners for any situations that may come up.
* Represents the league community and/or city officials.
* Helps all commissioners with decision making if needed.
* Has 1 Vote in voting process.