

Your soccer club needs your help!!!

The following board positions and descriptions are open for nomination and election, If you have a positive can-do attitude, Please volunteer for a position you can take the responsibility for and help your club get better and stronger.

Meetings are the first Monday of the month at 7pm for up to two hours

To volunteer email us at info@ddsoccer.org, or call Jim @503-761-0514

PRESIDENT: This member shall supervise all activities of DDSC and the Board. This member will serve as Chairman at all DDSC and Board Meeting. This member shall represent DDSC at CRYSA (Columbia River Youth Soccer Association) meeting, OYSA (Oregon Youth Soccer Association) meetings, and other meetings as required. This member shall call DDSC general meetings or Board meetings as needed, or when fifty percent (50%) or more of the elected officers request a meeting. This member shall act as a spokesperson for the DDSC. In this member's capacity as Chairman of the Board, they shall vote only in the case of a tie.

2010-2011 term (**Two Year Term**)

VICE PRESIDENT: This member shall assume the duties of the President in his or her absence. This member shall assist the President as required. This member shall be the head of all committees and may appoint other special officers as required.

Approx time 2-4 hrs per month

Vacant 2009-2010 term (One Year Remaining on current term)

TREASURER: This member shall be responsible for all of the financial affairs and activities of the DDSC. This member shall keep an accurate, informative, timely, and verifiable record of all money received and disbursed by the DDSC. This member shall prepare and submit all papers required to meet government (local, state, federal) laws and regulations. This member shall prepare and submit an annual budget for approval by the DDSC membership at the annual general meeting. This member shall assist on all financial reviews and audits. This member shall maintain the commercial accounts (checking, saving, trust, investment) of the DDSC.

Approx time 1-2 hrs per week

2010-2011 term (Two Year Term)

REGISTRARS - (TWO, 2): These members shall be responsible for the registration of all DDSC members. They shall keep accurate and timely information on all DDSC members and teams. These members shall establish, publicize, and enforce all registration procedures of the DDSC. They shall be responsible for the creation of the DDSC teams in accordance with established DDSC, CRYSA, and OYSA guidelines. These members shall be responsible for submitting team rosters to OYSA, the Board, and the DDSC coaches in a timely manner. Currently, this work is done on-line using OYSA's Affinity

Approx time 2-4 hrs per week during March, April, July, and August

Karen Lihs holds Position Two 2009-2010

Position One 2010-2011 (Two Year Term)

One position may be eliminated with a bylaw amendment

REFEREE COORDINATORS - (TWO, 2): These members shall be responsible for recruiting, training and maintaining a pool of qualified referees for officiating at all DDSC home games. They shall report to and advise the Board of all matters and activities pertaining to referees and game officiating. They shall submit to the board for its approval a scale of compensation for the referees and shall arrange for their payment. These members shall be responsible for maintaining current copies of the Rules and Laws of the game for the DDSC and shall advise the Board of any changes.

Approx time 1-3 hrs per week during March, April, May, August, Sept and October Alternating Two year terms,

Position 1 2010-2011 term (**Two Year Term**)

Position 2 One year balance of the 2009-2010 term
One position may be eliminated with a bylaw amendment

WEBMASTER AND COMMUNICATIONS COORDINATOR: - (ONE,1)

This member shall be responsible for the creation, publication, and distribution of up to four (4) newsletters to the DDSC membership, Board, and DDSC sponsors. They shall manage the Club web site. Responsibilities included keeping the site updated, liaison with the web site host, and managing club email accounts. They shall create and distribute a written invitation to all DDSC members, coaches, and Board members thirty (30) days prior to the annual general meeting. This member shall be a voting member of the Board..

Approx time 2- 3 hrs per month
2010-2011 term (Two Year Term)

FIELD AND EQUIPMENT MANAGERS- (TWO, 2): These members shall be responsible for the purchase, maintenance, disposition, and accountability of all of the DDSC uniforms and equipment to the DDSC teams. These members shall establish and communicate the responsibilities for the DDSC uniforms and equipment to all members and coaches of the DDSC. These members shall be responsible for field maintenance, layouts, and lining as necessary. They shall head any field maintenance work parties or committees. These members shall secure the necessary use permits for all game fields with the David Douglas School District and the Portland Parks Department.

Approx time 2-4 hrs per week during March, April, May, August, September and October
Alternating Two year terms,
John Kraus holds Position One 2009-2010
Position Two 2010-2011 term (Two Year Term)

Events Coordinator - (Two , 2)

These members will be responsible for organizing and managing major club events including, but not limited to the annual Jamboree and tournaments. These members will be voting members of the board
2010-2011 term (Two Year Term)
Vacant 2009-2010 term (One Year Remaining on current term)

CLASSIC/ COMPTETTVE REPRESENTATIVE - (ONE, 1): David Douglas does not have a classic program but has been working with the other CRYSA Clubs to begin an organized joint program. Tanking this position involves for the most part occasional meetings with the representatives of the other clubs to develop this new program. If our club starts a classic program on it's own: This member shall oversee the activities of all Classic teams organized within the DDSC to insure their compliance with OYSA, CRYSA, and DDSC rules and regulations. They shall assist the Classic teams with their organization, tryouts, team registration, field selection, and equipment requirements. This member shall be a voting member of the Board.
2010-2011 term (Two Year Term)

COACHES REPRESENTATIVES - (THREE, 3): These members shall be elected by a majority vote of the DDSC coaches prior to or at the annual general meeting. There shall be one representative for each of the following groups: **Micros'** Representative, **Girls'** Representative, and **Boys'** Representative. These members shall be responsible for the coordination and communication of all DDSC events, activities, and meeting with the coaches of the DDSC. They shall work together and in conjunction with The Head Coach to develop ongoing training and coaching development programs for the DDSC caches. These members shall be responsible for locating coaches for coaching vacancies on teams as necessary. The President will appoint or designate a Coaches Representative in the event of a vacancy until the majority of coaches can elect a replacement.

Approx time 1-2 hrs per week during March, April, May, August, and September
One Year Term