

## SCHEDULING DIRECTOR

The Scheduling Director will schedule all league games, any rescheduled games and assign practice fields when applicable. If the Scheduling Director position is open, then the President will take over the scheduling.

The responsibilities of the Scheduling Director include the following:

- Ensuring all teams play as close to the same number of games as possible.
- Rescheduling any games (if applicable) due to inclement weather.
- Assign practice fields as necessary.
- Assist the Special Events Director in adding and non-game events (Opening Ceremonies, Spring Fling, etc.) to the schedule prior to the official game schedule being released.
- Reaches out to local high schools to coordinate any special events (Homecoming/Prom) to allow players in the higher divisions to participate in both.
- Assists the Special Events Coordinator in scheduling games around special events.

The Vice President of Operations will be the point of contact for the Scheduling Director.