

## Arizona Region of USA Volleyball Adult Division Coordinator

### C. Qualifications/Eligibility for Office

Eligibility requirements for each office on the Executive Board of Directors shall be as follows (AZ Region Constitution Article VI, Sect 1, C. 4) :

#### 4. Adult Division Coordinator – To be eligible a candidate

- a. Must be a Regular member of the Arizona Region of USA Volleyball for two years prior to the appointment or election,
- b. Must be involved with regional activities and operations for a minimum of two years prior to the election,
- c. Have a thorough knowledge of Arizona Region policies, rules, regulations and operational procedures as outlined Arizona Region Handbooks and Policy Manual
- d. Must be in Good Standing with the Arizona Region and USA Volleyball,
- e. Must be a registered member of an adult team at least one of the four years prior to the election.

Duties of the Adult Division Coordinator (AZ Region By-Laws Chap II, Sect. 3, E.):

### E. The Adult Division Coordinator shall

1. Develop a budget for all phases of the Adult Division.
2. Be able to attend, either in person or by conference call, all meetings of the Board;
3. Be available to attend the annual Arizona Region Board/Staff Retreat;
4. Have a thorough knowledgeable of tournament procedures and Arizona Region policies relating to memberships, rules, and operations as outlined in the Arizona Region Handbook.
5. Assist in the development of the Sanctioned Tournament schedule.
6. Assist in the development, schedule and promote friendship tournaments.
7. Be accessible for interaction and feedback for the continued growth of the Adult Division
8. Recruit teams to fill divisions of competition when appropriate
9. Coordinate and prepare items for adult tournament captain's meetings.
10. Communicate precise instructions and requests to Regional Office administrative staff.
11. Outline rules of competition and site ground rules in accordance with the USA Volleyball Rule Book.
12. Be available to act as arbitrator in disputes arising at or after adult tournaments.
13. Report regularly, at Board of Directors meetings and through the Arizona Region Newsletter, the action and activities of the Division.
14. Perform other duties and responsibilities as necessary to carry out the charge of the office.