

President The president has many responsibilities in the administration of the league. Each President is elected by, and is accountable to, the local league board of directors. Duties of a president are described within the limits of the rules and regulations, and within the local league constitution, giving each president the ability to oversee the affairs of all elements of the league.

As the chief administrator, the president selects and appoints managers, coaches, umpires and committees. As such, no person becomes a manager, coach, umpire or committee member without the approval of the president. However, all appointments are subject to final approval by the local league's board of directors.

Importantly, the president is the officer with whom Little League International maintains contact. The president also represents the league in the District organization.

The president should be the most informed officer of the league. Each president must know the regulations under which Little League operates and in authorizing the annual application for charter, binds all members of the league to faithfully observe the regulations. Little League Baseball International Headquarters reserves the right to require a league to remove any officer who does not carry out the terms of charter application. Serious violation can result in loss of the league's charter by action of the Charter Committee in Williamsport, Pennsylvania.

The president presides at league meetings, and assumes full responsibility for the operation of the local league. The president receives all mail, supplies and other communications from the Little League Headquarters. A president may manage, coach or umpire, provided he/she does not serve on the protest committee, nor serve as tournament team manager or coach.

Vice President - The vice president presides in the absence of the president, works with other officers and committee members, is ex-officio member of all committees, and carries out such duties and assignments as may be delegated by the president. Separate vice presidents may also be selected to oversee individual divisions within the league. If so, one vice president should be selected as the one to preside in the absence of the president. A vice president may manage, coach or umpire, provided they do not serve on the protest committee.

Secretary - The secretary maintains a register of members and directors, records the minutes of meetings, is responsible for sending out notice of meetings, issues membership cards and maintains a record of league's activities.

Treasurer - The treasurer signs checks co-signed by another officer or director (or as directed by the local league's constitution), dispenses league funds as approved by the board of directors, reports on the status of league funds, keeps local league books and financial records, prepares budgets, and assumes the responsibility for all local league finances.

Player Agent - The player agent conducts annual tryouts, is in charge of player selection, assists the president in checking birth records and eligibility of players and generally supervises and coordinates the transfer of players to or from the Minor Leagues according to provisions of the

regulations of Little League Baseball. Separate player agents may also be selected to oversee individual divisions within the league.

Safety Officer - The safety officer coordinates all safety activities including supervision of ASAP (A Safety Awareness Program), ensures safety in player training, ensures safe playing conditions, coordinates reporting and prevention of injuries, solicits suggestions for making conditions safer, and reports suggestions to Little League International through the ASAP system.

Concession Manager -

- Maintains the operation of concession facilities
- Organizes the purchase of concession products
- Responsible for the management of the concession sales at league events
- Schedules volunteers to work the concession booth during league events
- Collects and reviews concession related offers including coupons, discounts and bulk-purchasing opportunities
- Organizes, tallies and keeps records of concession sales and purchases

Sponsorship/Fundraising Manager-

- Solicits and secures local sponsorships to support league operations
- Collects and reviews sponsorship and fundraising opportunities
- Organizes and implements approved league fundraising activities
- Coordinates participation in fundraising activities
- Maintains records of monies secured through sponsorship and fundraising initiatives

Head Umpire/Chief Umpire (UIC)

- Provides Umpire Training
- Schedules Umpires
- Member of Protest Committee

Scheduling Manager –

Schedules home and away games and practices for all park teams

Attends district and interlocking meetings

Maintains batting cage schedule