

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. 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 Executive Board;
3. Be registered to a team during his/her term of office;
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 “Friendship and Sanctioned Tournament” schedule.
6. Certify the sites to be used for the adult competitions and notify the Arizona Region Office as well as each Club Director of the locations
7. Be responsible for registration of teams for each tournament and verifies player eligibility for each tournament.
8. Be responsible for team results and seeding, and posting those results at all events.
9. Be accessible for interaction and feedback for the continued growth of the Adult Division
10. Recruit teams to fill divisions of competition when appropriate
11. Coordinate and prepare items for adult tournament captain’s meetings.
12. Communicate precise instructions and requests to Regional Office administrative staff.
13. Identify a tournament protest committee for all divisions at each adult tournament.

14. Outline rules of competition and site ground rules in accordance with the USA Volleyball Rule Book.
15. Be available to act as arbitrator in disputes arising at or after adult tournaments.
16. Certify each tournament Site Director
17. Report regularly, at Executive Board of Directors meetings and through the Arizona Region Newsletter, the action and activities of the Division.
18. Perform other duties and responsibilities as necessary to carry out the charge of the office.
19. Define the responsibilities, hire and supervise each of the following positions under the Adult Division:
 - a. Adult Division Tournament Director
 - b. Adult League Director