

Position Title: Recreational League Director (Board Member)

Organization: Gretna Youth Softball & Baseball Association (GYSBA)

Position Type: Volunteer / Board Member

About GYSBA

The Gretna Youth Softball & Baseball Association (GYSBA) is a non-profit organization dedicated to serving local families by providing positive athletic experiences for young athletes. Our Recreational League serves players across all age groups (T-Ball through 14U), with a focus on skill development, community, sportsmanship, and fun.

Position Summary

The Recreational League Coordinator serves as the operational lead and primary advocate for GYSBA's Rec Baseball and Softball programs. As a member of the GYSBA Board of Directors, this role oversees the end-to-end rec player experience—from registration and roster creation to scheduling practices, hosting coaches' meetings, and leading a dedicated committee of volunteers.

Key Responsibilities

- Oversee spring and fall recreational league registration processes in coordination with the board.
- Serve as the primary point of contact for parent inquiries regarding league details, age divisions, schedules, and gear requirements.
- Manage registration exceptions, friend/coach requests, and player movement across divisions.
- Build rosters for all recreational divisions (T-Ball, 6U–14U Baseball & Softball).
- Balance rosters according to league guidelines, player age groups, and facility constraints.
- Assign head and assistant coaches to teams and ensure all background checks/safeguards are completed.
- Coordinate practice and game schedules across local facilities
- Manage logistics for mid-year and end-of-year rec tournaments (8U–14U).
- Work with board members to organize league events such as Picture Day and "Meet the Coach" days.
- Organize and host mandatory pre-season coaches' meetings to distribute league rules, schedules, and equipment.
- Direct and lead the Recreational League Volunteer Committee to delegate tasks (e.g., jersey distribution, event setup, field support).
- Act as the main escalation contact for rec coaches throughout the season.
- Attend regular GYSBA Board meetings to provide updates on rec league operations and advocate for rec program needs.
- Assist in developing league policies, rules, and long-term community initiatives.

Qualifications & Skills

- **Organization:** Strong organizational and administrative skills to manage multiple age groups, schedules, and rosters.
- **Communication:** Clear, friendly communication style for interacting with parents, coaches, volunteers, and fellow board members.
- **Leadership:** Ability to lead a volunteer committee, delegate tasks effectively, and solve operational challenges during the season.
- **Technical Savvy:** Comfortable using league management software (e.g., SportsEngine/Crossbar or similar platforms) and basic spreadsheets.

- **Passion for Youth Sports:** A strong commitment to fostering a positive, inclusive environment for youth athletes in Gretna.

Time Commitment

- **Off-Season / Pre-Season (Jan–March / July–Aug):** Higher administrative lift (~ 3-5 hours/week) during registration, roster building, and scheduling.
- **In-Season (April–July / Sept–Oct):** Higher oversight lift (~ 5-10 hours/week) for game/practice logistics, parent questions, and committee direction.
- **Weekly:** Participation in GYSBA Board meetings.