

**Job Title:** President of Flag Football

**Organization Type:** Wylie Area Youth Sports-Nonprofit Youth Sports League

**Reports to:** President and Board of Directors

**Time Commitment:** Volunteer position, 2-year term, Odd year

## **Position Summary:**

The President of Flag Football serves as the lead administrator for the flag football program within the organization. This individual is responsible for overseeing all operations, planning, and execution of the flag football season, ensuring the program runs efficiently and aligns with the nonprofit's mission and values. The president works closely with coaches, parents, volunteers, and other board members to provide a safe, inclusive, and enriching sports experience for youth participants.

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## **Key Responsibilities:**

- Oversee day-to-day operations of the flag football program
- Develop and manage seasonal timelines, schedules, and league structure
- Recruit, train, and supervise coaches and assistant coaches
- Serve as the primary point of contact for flag football-related inquiries from parents and participants
- Coordinate registration, team assignments, uniforms, and equipment distribution
- Work with the league secretary to secure field availability for practices and games
- Ensure compliance with all safety regulations and organizational policies
- Support fundraising, sponsorship, and promotional efforts specific to the flag football program
- Attend ALL monthly board meetings and provide updates on the flag football program
- Mediate and resolve conflicts involving coaches, players, and families when necessary
- Promote a positive, sportsmanlike, and team-focused environment for all participants
- Background Checks are REQUIRED.

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### **Qualifications:**

- Prior experience in youth sports leadership, coaching, or program management preferred
- Strong organizational, communication, and leadership skills
- Ability to work collaboratively with a volunteer board and community members
- Passion for youth development and sports education
- Ability to commit time for practices, games, and organizational meetings throughout the season

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### **Term and Commitment:**

This is a volunteer position with a 2-year term, voted by active current members within the organization. Time commitment varies seasonally, with higher involvement during active flag football seasons (including pre-season preparation and post-season wrap-up).

