

Job Title: Commissioner - Tackle Football (3/4 & 5/6)

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

Reports to: President of Football, Vice President of Football, and Board of Directors

Time Commitment: Volunteer position, 1-year, annually, by board approval

Position Summary:

The Tackle Football Commissioner oversees the day-to-day operations of the tackle football program. This role is responsible for managing all team coaches, team managers, and team moms to ensure a positive and organized experience for athletes and their families. The Commissioner acts as a leader, mentor, and liaison between the Board of Directors and tackle football teams, supporting program development, safety, and communication.

Key Responsibilities:

- Manage all aspects of the tackle football season from pre-season planning through post-season wrap-up with the vice president of football and the president of football.
- Ensure that coaches comply with league rules, safety regulations, and organizational policies.
- Work closely with the President of Football, Vice President of Football, and other board members to align goals and procedures.
- Help recruit, train, and support volunteer coaches, team managers, and team moms.
- Serve as the point of contact for all team leadership.
- Ensure all volunteers complete necessary certifications, background checks, and training.
- Facilitate regular communication with team staff, parents, and board members.
- Address any issues or concerns that arise during the season promptly and professionally.
- Assist with the coordination of team practices, games, and field use.
- Ensure game-day operations run smoothly, including equipment availability and field setup.

- Promote a safe and positive playing environment.
 - Monitor adherence to safety protocols, concussion protocols, and proper conduct.
 - Support athlete skill development through coach training and program support.
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Qualifications:

- Strong leadership and organizational skills.
 - Effective communication and conflict resolution abilities.
 - Prior coaching or youth sports administration experience preferred.
 - Passion for youth development and community engagement.
 - Must attend monthly Board meetings and be available during tackle football season.
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