

FLAG FOOTBALL DIRECTOR



- Establish a head coach for each flag football team.
- Organize flag coaches pre-season paperwork /forms.
- Ensure that flag coaches sign the coaches conduct form.
- Ensure flag coaches take the concussion awareness course through Trusted Coaches.
- Ensure all flag coaches are current with their certifications(Heads Up, USA Football, etc...).
- Work with Trusted Coaches to perform pre-season background checks on flag coaches.
- Work with Helmet Football Director and President on schedule development/coordination for annual football mini-camp.
- Work with Helmet Football Director and President on schedule development/coordination for annual football skills combine.
- Analyze skills combine data and develop rosters for all flag teams.
- Be present at 1 of the 2 assigned equipment pickup dates to assist President.
- Assist President in selection of flag football jersey style & color.
- Develop full game schedule and alternate date policy/plan in the event of inclement weather.
- Submit flag football jersey order to vendor for production and delivery.
- Distribute jerseys after delivery to all flag football head coaches.
- Organize and conduct a pre-season coaches meeting for all flag football coaches.
- Communicate with Fields Director about the practice and home game schedules for flag football teams.
- Coordinate referee scheduling and payment for home flag game dates(if necessary).
- Serve as the initial point of contact for flag football players, coaches and parents when a misconduct claim is submitted.
- Coordinate photographer for flag football team and individual pictures.
- Maintain relationship with flag coaches during the season.
- Assist President with construction/content of end of season surveys for flag football teams.
- Assist flag teams/league with coordinating their end-of-the-year party(ies).
- A minimum of 50% attendance at monthly Football Boosters board meetings.