

Equipment Manager

- 100% responsible for purchasing and submitting a budget for those purchases at the beginning of each season
 - Includes Gear, Equipment, and Safety Supplies kept in Concessions.
- Works to maintain an inventory of all equipment, including catchers gear with various sizes, ball stock, wood bats, coaching training equipment, field equipment, first aid kits, icepacks, umpire accessories, pitching machines, mounds, line up cards and scorebooks.
- Heavy lift is beginning and end of each season
- Must be available for manager bag setup and hand out at each season's manager meeting. Order and distribute equipment. Ensure equipment bags are equipped with proper first aid kits.
- Determine what equipment is needed each season. Order and purchase new equipment as necessary, subject to board approval. Different seasons require different ordering processes. 1 yr ball order is placed in Fall for Spring pick up.
- Maintaining equipment, repair when applicable, order replacements, and check expired items like helmets
- Respond to requests from managers for new or additional equipment.
- Stock first aid ice and game balls in concessions
- Must organize and keep the Equipment Closet clear, safe, and stocked all season long
- Collect equipment at the end of the season, clean and return it to storage.
- Order and distribute additional gear in Spring for All Star season
- Manages cage access with MasterLock Vault app, after manager selection and season end.

Must complete the following minimum requirements:

- Complete at least 6-8 BMOD shifts during each regular season. (You cannot complete these BMOD shifts while coaching a game.)
- Attend at least 75% of the Board meetings each year