

Concession Coordinator

- Attends monthly Board meetings
- Oversees all operations of the Concession Stand, such as ordering, payroll and cash management
- Obtain Serve Safe certification through Health Department
- Hires, trains, schedules and manages student concession workers
- Schedules Volunteers to grill and drive the golf cart

Contact us for more information or to get involved!

kblquestions@gmail.com

Scheduler

- Attends monthly Board meetings
- Works with President and Vice President to determine key dates for season
- Utilizes website scheduling program to create a game schedule based on number of teams in each division
- Works with Website Manager to publish schedule
- Creates practice schedule prior to Player Pool
- Works with Website Manager to publish practice schedule
- Spends some time at the fields during games

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Score and Stat Manager

- Attends monthly Board meetings
- Manages League-wide score and stat tracker, and updates division standings on website
- Contacts Coaches who have not input scores and stats to ensure information is kept up to date
- Set tournament brackets, based on KBL Tournament Rules and update brackets throughout the tournament.
- Spends some time at the fields during games

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Umpire Coordinator

Could be combined with Head Umpire position

- Works closely with Umpire in Chief and Head Umpires but does not require knowledge of rules or umpiring procedures
- Attend monthly Board meetings
- Perform administrative tasks relating to the Umpire program, such as hiring, scheduling and communication
- Report payroll information to Treasurer

Umpire Coordinator may not give direction or feedback to Umpires while they are actively coaching, or during a game that their child is playing in.

Contact us for more information or to get involved!

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Head Umpire

At least 3 Volunteers needed

Could be combined with Umpire Coordinator position

- Should have some working knowledge of KBL and NFHS rules and/or experience as an Umpire
- Attend monthly Board meetings
- Advise the Board and Coaches on rule change proposals
- Conduct initial and ongoing Umpire training
- Watch games and give feedback to Umpires
- Answer general rule questions and address feedback about Umpires

Head Umpires may not give direction or feedback to Umpires while they are actively coaching, or during a game that their child is playing in.

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Umpire in Chief

- Should have strong working knowledge of both KBL and NFHS rules, as well as Umpire procedures
- Attends monthly Board Meetings
- Keeps up to date on NFHS rule changes and communicates applicable changes to Board of Directors and Coaches
- Issues rule interpretations and emergency rule changes as needed
- Proposes rule changes as needed to improve the experience of KBL Players
- Answers general rules questions
- Works closely with Umpire Coordinator and Head Umpires to train and manage Umpires

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Sponsorship Coordinator

Could be combined with Uniform Coordinator

- Attend monthly Board meetings
- Secures enough business sponsors for each team by renewing previous sponsors and seeking out new sponsors
- Communicate with sponsors to obtain necessary information
- Invoice sponsors and works with Treasurer to collect payment
- Communicates sponsor logos to Uniform Coordinator
- Works closely with Commissioners to ensure sponsors are assigned to the correct teams
- Secures sponsors for All Star Games
- Spends some time at the fields during games

Uniform Coordinator

Could be combined with Sponsorship Coordinator

- Attend monthly Board meetings
- Works within approved budget to order uniforms to arrive before Opening Day
- Communicate with Sponsor Coordinator to obtain sponsor logos
- Works within approved budget to order All Star Game jerseys
- Works with Commissioners to confirm numbers and sizes of jerseys
- Set up fan wear order website, if applicable
- Spends some time at the fields during games

Secretary

- Arranges monthly Board meetings
- Records meeting minutes to be posted on website
- Plans in person registration events (if needed) and coordinates Volunteers to staff
- Welcomes and communicates with General Volunteers and assigns tasks as needed
- Spends time at fields during games

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