

Youth Baseball, Softball, & T-ball Responsibilities

Onslow County Responsibilities:

Coaches/Volunteers/Parents

- Run all volunteer background checks
- Take pictures & create badges for verified coaches. OCPR will give badges to the league for distribution.
- Send an approved volunteer/coaches list to all leagues

Schedules/Practices/Games

- Create all regular season game schedules
- Update all schedules with forfeits and weather cancelations the day changes are made
- Rescheduling Games due to weather or poor field conditions (by 3:45 pm that day)
- Create County Tournament brackets
- Prepare fields for games and practices
 - Putting out bases before practices and games and collecting bases after
- Ensure fields and facilities are safe for users
- Assess all fields daily. (Will close fields by 3:45pm each day)

Payments/Purchasing

- Collect all registration fees & process online registration for all participants through RecDesk
- Issue payment to all leagues for each player approximately 10 days after the drop-dead registration date
- Pay all Dixie Sanction Fees (Baseball and Softball)
- Pay all SWAC tournament fees for Baseball and Softball post season play
- Purchase all Awards for post season play
- Pay for post season tournament umpires and scorekeepers
- Issue Dick's Sporting Goods certificates and coupons to all leagues, to help purchase league equipment

Miscellaneous

- Host two meetings in person (Before spring Season and before fall season)
- Approve all banners and hang all banners on the fence at the parks and school
- Schedule the Dick's Sporting Goods instore shopping day
- Provide all balls and scorebooks for County hosted post season tournaments

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Youth League *Proposed* Responsibilities:

Coaches/Volunteers/Parents

- Recruit and train all coaches and volunteers within their district
- Collect volunteer coach forms and send them to the county Office
- Leagues are responsible for decimating all rules and changes to league volunteers and parents
- Leagues are responsible for checking all volunteer badges
- Conduct parent meeting to keep parents informed about the season
- Track all volunteer hours and provide all military volunteer hours with LOA letter upon request
- Communicate all schedule changes to parents and coaches

Schedules/Practices/Games

- Assign all players and coaches to teams
- Conduct all assessments for youth to be placed on teams
- Review the schedules and submit all coach request before the final schedule is posted for all parents to see
- Submit all team forfeits to the Athletic Program Supervisor no later than 12:00pm on the day of the game
- Create and distribute all practice schedules
- Leagues are responsible for communicating all schedule changes to coaches and parents

Payments/Purchasing

- Purchase equipment for league with Dicks Sporting Goods certificates and coupons
- Provide monthly bank statements to the County by the 10th of each month
- Collect Uniform sizes and purchase uniforms for all participants
- Pay Tournament host for cost of each team in the county tournament
- Concession stand (purchasing food, cooking food, selling all items, recruiting volunteers, cleaning, Storage of equipment after the season)
- Soliciting for team sponsors and league donations
- Manage, Pay, and schedule all regular season umpires
- Collect gates fees for the post season tournament

Miscellaneous

- Provide all Sponsorship banners to the Parks and Recreation department for approval before hanging on the fence at each park
- Repair all league equipment and machines that belong to the league
- Input all dixie rosters in the Dixie software
- Have an end of season award ceremony for all players and coaches
- Attend all County scheduled meetings
- Attend all post season tournament meetings
- Attend Dixie Softball and Baseball meetings

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