

<b>Job Title: Tournament Director</b>  <b>Reports to: President, Mission Minor Softball</b>	<b>COMPENSATION</b>  <b>Volunteer Position (non-elected)</b>
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**ESSENTIAL DUTIES AND RESPONSIBILITIES**

This position is responsible for the tournaments of MMSA.

**REPORTING STRUCTURE**

This position reports to the president of MMSA and the executive as directed by vote.

**EXAMPLES OF WORK**

Listed examples are illustrative and representative of the tasks required of this position and are not intended to be complete or exclusive.

- Responsible for the scheduling, organization and operations of MMSA End of year tournament as well as Districts and Regionals.
- Responsible for the scheduling, organization and operations of the MMSA tournaments
- Responsible for attending MMSA executive meetings. This is a voting position of MMSA.
- Receives direction from the President as required.
- Undertakes other duties and activities as mandated by the MMSA executive by vote.

**REQUIRED QUALIFICATIONS**

- This position is appointed by the MMSA executive by vote or the president in absence of that vote.
- A good understanding of software programs and scheduling an asset.

**This position outline is a general guideline and does not represent all encompassing details. The position assumes that the incumbent has both the mental and physical requirements to carry out the above defined duties.**