



National Board of Directors Liaison to Advisory Commissions

Purpose

The National Board of Director Liaison (Liaison) works closely with the Commission Chairperson (Chairperson) and the National Program Administrator (Program Administrator) to ensure that the work of the Commission is consistent with the vision of the National President (President) and the National Board of Directors (NBOD) and responsive to the needs of the AYSO membership.

Duties and Responsibilities

The Liaison is expected to:

1. Support the AYSO National Programs and the Commission in both specifics and in spirit;
2. Attend or participate in meetings, teleconferences and planning sessions of the Commission as an official representative of the NBOD; attend various training events (Section Conference Meetings, section super camps, road shows, etc.) in a support role;
3. In conjunction with the Chairperson and the Program Administrator, present to the President nominees for appointment to the Commission;
4. Assist the Commission in the development of program recommendations, proposals, revisions, issues and needs for submission to the President and the NBOD;
5. Give guidance to the Commission on policy or position statements of the NBOD;
6. Review reports or other documentation to be submitted to the President and the NBOD;
7. Communicate with the other Commission Liaisons regarding items of mutual interest or concern; and
8. Complete other tasks which might be assigned by the President and the NBOD.

Qualifications and Desired Skills

To be considered for the position of Liaison to an Advisory Commission, the NBOD member must be a currently registered AYSO volunteer, be Safe Haven Certified and :

1. Must have working knowledge of all AYSO programs;
2. Have experience in the discipline specific subject of the Commission;
3. Is able to demonstrate administrative ability in program planning, implementation, management and possess good communication skills; and
4. Have experience working with volunteers.

Supervision Protocols

While performing as the Liaison to a Commission, the volunteer is:

1. Subject to the Bylaws, Rules & Regulations, Policies, Guidelines and procedures of AYSO; and
2. Appointed by and under the overall authority of and directly supervised by the President;
3. Whenever present at AYSO practices or games, to ensure that the recommended adult to child supervision ratio of 1:8 or less is maintained; that is one adult for every eight or fewer children and two adults (one of whom may be the coach and one of whom should be of the same gender as the group) present at all times and to advise any volunteer not to be alone with any child or group of children (except his or her own) during AYSO-sponsored activities.

Time Commitment

The term for this appointment as a Liaison is one year. The time commitment during the term to fulfill the duties of the position is estimated to be 100 hours.

Orientation, Training, Certification and Continued Education Provided

To prepare a representative for the assignment of Liaison to a Commission, AYSO will offer the following educational opportunities. It is the duty of the volunteer to attend these sessions.

1. Orientation by the President upon appointment
2. Training and certification courses in the discipline of the Commission;
3. Periodic oral or written reviews by the President.

Activity Locations

While performing the duties of the position, the Liaison can anticipate that activities may take place in the following locations:

1. The NSTC headquarters offices;
2. Regularly scheduled AYSO national events including Commission meetings, Section Conference Meetings and the NAGM;
3. Various AYSO events as scheduled such as super camps and other training activities;
4. Independent work at home alone, in committees of adults or in a properly supervised situation with children; and
5. Other locations designated and approved by the President or the NBOD.

Measures of Success

1. Attendance at regularly scheduled events such as Commission meetings, NBOD meetings, the NAGM and Section Conference Meetings;
2. Comply with and champion the decisions of the Commission, the President and NBOD and the decisions of the membership as adopted at the NAGM;
3. Completion of assigned tasks by the President and NBOD within a specified time as written or communicated orally;
4. Execution of duties and responsibilities in a manner consistent with the vision and mission AYSO and the AYSO National Programs.