



President Responsibilities

Financial

- Work with Treasurer to create budgets for Club
- Work with Treasurer create financial goals for Club
- Arrange financing to meet any cash needs
- Confer with Treasurer monthly to ensure Club is meeting cash flow and P/L targets
- Confer with Treasurer to ensure taxes are filed
- Ensure adequate insurance is carried by Club
- Plan and arrange financing for major capital projects
- Verify profitability of events
- Approve major purchases for club
- Approve compensation for non-soccer activities by soccer staff
- Coordinate with DOC on compensation for coaches

Financial Aid Programs

- Coordinate Financial Aid with Vice President and Registrar
- Interface with parents to manage non-FA financial issues
 - Coordinate with DOC on non-FA financial situations
 - Coordinate with DOC and Dir. of Membership on allocation and application of Shetter Fund
 - Coordinate with DOC and Academy Director on Academy Volunteer Program (AVP) to ensure families that are using AVP to reduce fees fulfill the hours
 - Coordinate with Academy Director to ensure that Latino Sports Outreach (LSO) applicants file their applications
- Coordinate with LSO to ensure Sac United applications are properly processed



President Responsibilities

Organization

- Assess Sac United's strategic position and formulate plans to improve Club position
- Create and maintain organizational structure for Club
 - Soccer related and non-soccer related positions
- Coordinate with DOC to ensure adequate staffing levels for coaching positions
- Coordinate with Secretary and DOC to ensure employment contracts are in place
- Manage employment issues and questions in coordination with Secretary
- Help coordinate Club calendar
- Schedule Board meetings and send out agendas

External

- Ensure PUA with City is being followed
- Ensure annual field reservations are being managed
- Ensure ref contract is up-to-date and being fulfilled
- Coordinate with Separovich/Domich on issues affecting Granite Regional Park and Sac United events at GRP
- Work with Kombat on uniform, gear, etc.
 - Nike Contract
 - Uniform deliveries
 - Club benefits
- Discuss soccer environment with other clubs to assess Sac United position in area
- Assess and develop potential strategic partnerships



President Responsibilities

Marketing and Communication

- Coordinate with Vice President and Director of Membership
 - Website
 - Club Communication
 - Marketing
 - Social Media- James Pha
 - Sports Engine status
 - Player and Coach photos
 - Club Brand/Branding

Fields

- Create field maintenance plan
 - Disseminate plan and assigned responsibilities to field manager
- Follow up to make sure plan is being executed
- Ensure PUA is being followed
- Coordinate with DOC and Director to plan, coordinate, and implement major improvement projects
- Ensure field lining equipment is maintained and paint is ordered
- Ensure GPS field layout is arranged
- Coordinate with Directors for temporary lighting arrangements
- Coordinate with DOC and field manager evaluation and decision process on field equipment purchases

Events

- Work with Volunteer Coordinator to ensure adequate volunteer levels for all events

- Ensure site admins and event staff have proper support
- Coordinate with Tournament Director on events
- Coordinate with DOC and Dir. of Tournaments on NorCal events Club hosts



President Responsibilities

- Ensure cash from events is deposited in a timely manner

Volunteers

- Coordinate with Volunteer Coordinator on annual Volunteer Report in order to facilitate collections of volunteer fees and reconcile inconsistencies in volunteer hours
- Collect volunteer fees (to be in January going forward, not December)

Teams

- Coordinate with Director of Managers on communication with managers
- Coordinate with Director of Managers for Manager Meetings
- Coordinate with Director of Managers to update Manager Handbook each season
- Coordinate with DOC to ensure tournament selection process is implemented
- Coordinate with Director of Membership and Secretary on various uniform issues
- Coordinate with Registrar on player registrations

Individuals and Families

- Interface with parents to manage financial issues
- Coordinate with Director of Membership to collect past due club fees
- Confer with coaches and pull player passes if fees not paid or if disciplinary issues arise

College Placement

- Coordinate with DOC to ensure plans are in place to assist with college placement
- Interface with Scouting Zone on account for brochures
- Interface with Director of Managers to ensure brochures for relevant tournaments and events
- Coordinate College Night with DOC