



## **League Director**

The Town of Stratford is currently accepting applications for the position of League Director of Softball. Position is responsible for organizing, directing and scheduling all league activities. The position is also responsible for scheduling, and training staff and submitting payroll.

**Essential Duties and Responsibilities** include the following (other duties may be assigned as needed):

- Supervise all staff, umpires, coaches, and players
- Manage registration and team assignments
- Schedule all games and staff including umpires for games
- Evaluate and discipline staff.
- Order and maintain equipment
- Submit payroll for staff and umpires
- Enforce safety and administer first aid.
- Supervisory responsibilities in accordance with the organization's policies and applicable laws

### **Education and Experience:**

Associate's degree (A.A.) or equivalent from two-year College or technical school; or six months to one year related experience and/or training; or equivalent combination of education and experience.

### **Required Certificates, Licenses and Registrations:**

CPR, First Aid, current valid Driver's License.

### **Hours:**

Daily 5p-9p and weekends 9 am – 1:30 pm March-September

**Salary:** \$15.00 - \$18.00 per hour