

COVENTRY SOCCER, INC.

BYLAWS

2025



COVENTRY SOCCER, INC

TABLE OF CONTENTS

BY-LAWS	Error! Bookmark not defined.	Article 1: Name and Location	3
Article 2: Statement of Purpose:			3
Article 3: Risk Management Policy for Volunteers			3
Article 4: Appeal Policy			4
Article 5: Uniform			4
Article 6: Injury Reports			4
Article 7: Inclement Weather			4
Article 8: Player Registration Forms			5
Article 9: League Organization and Affiliations			5
Article 10: Membership			5
Article 11: Board of Directors			6
Article 12: Finance			7
Article 13: Meetings			7
Article 14: Bylaw Revisions			7
Article 15: Quorum/Voting			8
Article 16: Use of Earnings and Distribution of Assets			8
Article 17: Non-Profit			8
Article 18: Propaganda Restrictions			9
Article 19: Dissolution			9
Article 20: Maintenance of Tax-Exempt Status			9
Article 21: Disciplinary Committee			9
Article 22: Code of Conduct			9
Article 23: Indemnification			10
CODE OF CONDUCT			11
COACHES CODE			12
PLAYERS CODE			13
PARENTS (SPECTATORS) CODE	13	BOARD OF DIRECTOR JOB	
REQUIRMENTS		14	PRESIDENT:
		15	VICE PRESIDENT:
		15	SECRETARY:
		15	TREASURER:
		16	REFEREE ADMINISTRATOR:
		16	REGISTRAR REC/COMP:
		16	REGISTRAR INSTRUCTIONAL:
		17	COACHING DIRECTOR:
		17	DIRECTOR OF SPONSORSHIP:
		18	FIELD AND EQUIPMENT DIRECTOR:
	18	18	DIRECTOR OF PLAYER DEVELOPMENT:
18			
			18
	18	18	COMMUNICATIONS/SOCIAL MEDIA SPECELIST:
	18	18	DIRECTOR AT LARGE:
	18	18	EVENT COORDINATOR:
		19	

BY-LAWS

COVENTRY SOCCER INCORPORATED

Article 1: Name and Location

The name of this organization shall be Coventry Soccer, Inc. (“CSI”). CSI shall be a non-profit organization, located in the Town of Coventry, CT.

Article 2: Statement of Purpose:

The mission of Coventry Soccer, Inc. is to:

- Foster the physical, mental and emotional growth and development of the town’s Youth through the sport of soccer at all levels of competition.
- Provide equal playing opportunities for all age-eligible youth who wish to participate in recreational soccer.
- Offer pathways for advanced player and team development by establishing travel and higher-level programs for as many qualified players as possible.
- Promote the development of coaching and player skills to enhance the overall soccer experience.
- Make it FUN and instill in young players a lifelong passion for the sport of soccer.

CSI philosophy stresses good sportsmanship, building lasting friendships, and the sheer fun of participation.

Article 3: Risk Management Policy for Volunteers:

a) **Eligibility**

All volunteers with Coventry Soccer Inc. (“CSI”), including coaches, assistant coaches, team managers, and board members, must be registered and in good standing with both the Connecticut Junior Soccer Association (“CJSA”) and CSI.

b) **Mandatory Requirements**

To serve in any volunteer role, individuals must:

1. Complete and maintain SafeSport training; (annual refresher required)
 2. Complete and maintain Concussion training; (periodic refresher required)
 3. Successfully pass and maintain current background checks, renewed in accordance with CJSA policy
- c) **Compliance**

COVENTRY SOCCER, INC

No volunteer may participate in CSI activities until all eligibility and mandatory requirements have been satisfied and verified by CSI and CJSA. Any volunteer who fails a background check, or whose training certifications expire, shall be deemed ineligible to serve until the issue is remedied and verified by CSI and CJSA .

Article 4: Appeal Policy

Any member may appeal a decision of the Board of Directors by submitting their appeal in writing to the President or Vice President. The Appeal will be heard at the next regular scheduled Board of Directors meeting.

Article 5: Uniform

Any team that is affiliated with CSI must conform to the uniform requirements as determined by the Board of Directors. Board of Directors' approval will keep the look of all CSI teams consistent and will allow for players to play for alternate teams within the club when/if needed. If this standard cannot be met the Board of Directors will need to approve the change.

The Board of Directors will approve a standardized uniform for-teams on an annual basis (prior to December 31 of the current year, and before the start of the fall season in September of the following calendar year; i.e. - December 31, 2018 for implementation September 1, 2019), to be procured from/through a uniform provider approved by the Coventry Soccer Board of Directors.

- Instructional Program (3U-6U) - all instructional participants will be provided a T-shirt (top) at the expense of the CSI.
- Recreational and Competitive players U7 and up, shall purchase the uniform package at their expense through the approved provider.

Article 6: Injury Reports

When an injury is sustained as a result of playing soccer in a game, training session, try-out and/or tournament and medical attention is sought for the injury the parent/ guardian must notify both the President of CSI as well as the player's current coach as soon as reasonably possible.

Article 7: Inclement Weather

Coventry Soccer Inc. ("CSI") hereby adopts and incorporates by reference its official Weather Policy ("CSI Weather Policy") as the governing standard for all determinations regarding practices, games, tournaments, and other soccer-related activities in the event of inclement weather.

Article 8: Player Registration Forms

Each coach shall have access to a complete and electronically signed Medical Release Form for every player on their roster. All such forms shall be securely stored within the Coventry Soccer, Inc. (CSI) League Athletic database and made accessible to the Registrar as the official custodian of these records. It is the responsibility of the coach to ensure that digital access to each player's Medical Release Form is available and readily retrievable at all team activities, including games and practice sessions. These forms contain vital emergency contact information and authorization for medical treatment and must be accessible at all times for the safety and well-being of the participants.

No player shall be permitted to participate in any game, practice, or other sanctioned activity unless they are properly registered as a member in good standing with the Connecticut Junior Soccer Association (CJSA).

Article 9: League Organization and Affiliations

CSI shall, at all times, abide by the Rules of Play and Laws of the Connecticut Junior Soccer Association, except as modified by the Board of Directors.

Article 10: Membership

- a.) Admission to Membership. Members of CSI shall be any parent/legal guardian of a properly registered player, provided that such player's parent/legal guardian completed the appropriate registration forms required by the Board of Directors and registration fees, if any, have been paid in full to CSI for the current playing season.
- b.) Membership period: September 1, - August 31 – Twelve-(12) month period.
- c.) Active Membership shall automatically cease in the event that a member shall resign or fail to meet the qualifications of membership during the current twelve (12) – month period.
- d.) Rights and Privileges of Members. Each member shall be entitled to one vote per family to elect the Board of Directors at the annual meeting. There shall be no other voting rights as the Board of Directors shall conduct and operate the affairs and business of CSI.
- e.) Meetings of Members. There shall be an annual in person meeting of members for the election of positions on the Board of Directors. The annual meeting will be held in February of each year on such date and at such time and place the Board of Directors shall designate. The President of the Board of Directors may call special meetings for the purposes of removing directors with proper notice at any time.

Article 11: Board of Directors

CSI's Board of Directors ("Board of Directors") shall consist of not less than three (3) but not more than fifteen (15) directors, who may be elected at any annual membership meeting.

The Board of Directors shall be elected at the annual meeting by membership of the organization.

Eligibility for Board of Directors

To be eligible to serve on the Board of Directors of CSI, an individual must meet (2) two of the (3) three following requirements:

1. Attendance Requirement: The individual must be available and committed to attending no fewer than six (6) of the eleven (11) regularly scheduled board meetings held annually.
2. Membership Requirement: The individual must be a current or former member of CSI in good standing.
3. Contribution Requirement: The individual must actively contribute to the organization by faithfully performing the duties and responsibilities associated with their role as a director, including but not limited to participation in committees, organizational initiatives, and decision-making processes.

The positions on the Board of Directors shall be as follows:

- President
- Vice President
- Secretary
- Treasurer
- Registrar Rec& Comp
- Registrar Instructional
- Referee Administrator
- Coaching Director
- Director of Sponsorship
- Field & Equipment Director
- Director of Player Development
- Communications/Social Media Specialist
- Director at Large #1
- Director at Large #2
- Event Coordinator

Term of Office. The term of office for the Board of Directors shall expire at the annual membership meeting to be held in January / February of each year. Directors elected by members shall serve for a term of at least one (1) year. There is no limit to the number of terms a person may serve on the CSI Board of Directors. Any appointment of a Director by the Board of Directors, either to fill a vacancy created by a resignation or removal of a board member or a

COVENTRY SOCCER, INC

vacancy created by an increase in the number of Directorships, shall be deemed an appointment for a term expiring at the next annual membership meeting.

Duties: The Board of Directors shall have full authority to manage and direct the affairs, activities, and business operations of the organization. The Board shall possess the power to override any motion, resolution, or decision adopted by the general membership, provided that such action is deemed to be in the best interests of the organization, and that such override is approved by a two-thirds (2/3) majority vote of the full Board of Directors. The specific duties and responsibilities of individual Directors and Officers shall be as set forth in the attached Officer Job Descriptions, which are hereby incorporated by reference.

Removal of Directors:

Any Director may be removed from the Board, for just or reasonable cause, by a two-thirds (2/3) vote of the entire Board of Directors at a duly called special meeting, provided that notice of such proposed action is given in the meeting notice. In addition, any Director who fails to comply with the eligibility requirements set forth in these Bylaws shall be deemed to have automatically resigned, and their position shall be considered vacant without the necessity of a vote.

Article 12: Finance

The Treasurer shall handle all monies, will submit a financial statement at the annual meeting and bank statements at quarterly meetings or as directed to by the Board of Directors. All expenditures require authorization as follows:

- Under \$249.99 - approval by President and Treasurer
- \$250.00 - \$499.99- approval by President, Vice President and Treasurer
- \$500.00 or more - requires a vote by the Board of Directors

Article 13: Meetings

Annual Membership meeting:

The annual meeting shall be held during the month of February. The annual meeting date must be noticed ten (10) days in advance. Additional meetings may be held at the option of the President or three (3) members of the Board of Directors.

Board of Director Meetings:

The Board of Directors shall meet (once a month from January through November. The President or the Secretary may also call a special meeting of the Board of Directors by providing at least seven (7) days' prior notice. Meetings of the Board of Directors may be held virtually, provided that two-thirds (2/3) of the Board of Directors consent to the virtual format.

Board of Director meetings are closed to the general membership and the public. If an individual or group wishes to address the Board, a written request must be submitted to the Board no less

COVENTRY SOCCER, INC

than ten (10) days prior to the next scheduled meeting. The Board will review such requests and determine if the matter will be added to the meeting agenda.

All meetings shall be conducted using Roberts Rules of Order.

Minutes will be kept at all meetings.

Article 14: Bylaw Revisions

All proposed revisions or amendments to the Bylaws, including any proposal for the dissolution or termination of Coventry Soccer Incorporated (CSI), must first be submitted to the Board of Directors for consideration. No such revision, amendment, or termination shall be effective unless adopted by an affirmative vote of at least two-thirds (2/3) of the Board of Directors at a duly called meeting.

Article 15: Quorum/Voting

A minimum of five (5) Directors or two-thirds (2/3) of the Board of Directors, whichever is less, at a scheduled meeting shall constitute a quorum.

Each member of the Board shall be entitled to one vote, provided that such member has satisfied all qualifications and obligations required for Board membership

All actions requiring a vote by the Board of Directors shall require the presence of a quorum. Unless otherwise provided by law or these Bylaws, any such action shall be authorized by the affirmative vote of a majority of the directors present at a meeting at which a quorum is present. In the event of a tie vote, the President shall have the authority to cast the deciding vote.

Article 16: Use of Earnings and Distribution of Assets

No part of the net earnings of CSI shall inure to the benefit of any member, trustee, director, officer of CSI, or any private individual (except that reasonable compensation may be paid for services rendered to or for CSI by individuals other than board members), and no member, trustee, officer of CSI or any private individual shall be entitled to share in the distribution of any of CSI's assets upon dissolution of CSI.

Article 17: Non-Profit

Notwithstanding any other provisions of these articles, CSI is organized exclusively for one or more of the purposes as specified in Section 501(c) (3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from Federal Income Tax under IRC 501(c) (3) or corresponding provisions of any subsequent tax laws.

COVENTRY SOCCER, INC

Article 18: Propaganda Restrictions

No substantial part of the activities of CSI shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by IRC 501 (b) or participating in or intervening in (including the publication or distribution of statements), any political campaign on behalf of or in opposition of any candidates for public office.

Article 19: Dissolution

In the event of dissolution, all of the remaining assets and property of CSI shall after payment of necessary expenses thereof be distributed to such organizations as shall qualify under section 501 (c) (3) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent Federal tax laws, or to the Federal government of State of local government for a public purpose, subject to the approval of a Justice of the Supreme Court of the State of CT.

Article 20: Maintenance of Tax-Exempt Status

In any taxable year in which CSI is a private foundation as described in the IRC 509 (a), CSI shall distribute its income for said period at such time and manner as not to subject it to tax under IRC 4942, and CSI shall not (a) engage in any act of self-dealing as defined in IRC 4941 (d), (b) retain any excess business investments in such a manner as to subject CSI to tax under IRC 4945 (d) or corresponding provisions of any subsequent Federal tax laws.

Article 21: Disciplinary Committee

The Board of Directors will oversee any disciplinary issues.

Offense	Action to be taken
1 st	Written warning from the Board of Directors.
2 nd	1 (next) Game Suspension . <ul style="list-style-type: none">• Can not attend, play in or coach.• May not attend/participate in any team activity (ie: practice) until after the game from which they are suspended takes place.
3 rd	Such action as determined by the Board of Directors

All disciplinary actions are a minimum and any disciplinary actions taken by CJSA, CSRP or the governing district shall supersede that of CSI

Article 22: Code of Conduct

Refer to the attached *Code of Conduct*, *Coaches Code*, *Players Code*, and *Parents (Spectators) Code*.

Article 23: Indemnification

CSI shall, to the extent legally permissible, indemnify each person who may serve or who has served at any time as an officer, director, or volunteer of the corporation against all expenses and liabilities, including, without limitation, attorney's fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any threatened, pending or completed claim, suit or legal or other proceeding in which he or she may become involved by reason of his or her service in such capacity; provided that no indemnification shall be provided for any such person with respect to any matter as to which he or she shall have been finally adjudicated in any proceeding not to have acted in good faith in the reasonable belief that such action was in the best interests of CSI; and further provided that any compromise or settlement payment shall be approved by a majority vote of a quorum of the Board of Directors who are not at that time parties to the proceeding.

The indemnification provided hereunder shall inure to the benefit of the heirs, executors and administrators of persons entitled to indemnification hereunder. The right of indemnification under this Article shall be in addition to and not exclusive of all other rights to which any person may be entitled.

No amendment or repeal of the provisions of this Article which adversely affects the right of an indemnified person under this Article shall apply to such person with respect to those acts or omissions which occurred at any time prior to such amendment or repeal, unless such amendment or repeal was voted by or was made with the written consent of such indemnified person.

This Article constitutes a contract between the CSI and the indemnified officers, directors, and volunteers. No amendment or repeal of the provisions of this Article which adversely affects the right of an indemnified officer, director, or volunteer under this Article shall apply to such officer, director, or employee with respect to those acts or omissions which occurred at any time prior to such amendment or repeal.

Appendix A

CODE OF CONDUCT

To All Coaches, Parents, Spectators and Players:

The Coventry Soccer, Inc. Board of Directors has adopted the CJSA conduct code for coaches, parents, spectators and players, which you will find attached. In addition, the following have also been adopted:

1. Players and coaches will not use profanities during games or practices.
2. Coaches, parents and spectators will not argue in the presence of players.
3. Coaches, parents, spectators, and players will not argue with, attempt to intimidate, criticize, or in other manners, harass officials during games. Problems with officials should be addressed by the coach, or team manager, or through our club Referee Director.
4. Parents, spectators will be seated across the field from the players and coaches where permitted.

These codes are basic to any youth sport, CSI expects all those participating, whether players, coaches, parents, or spectators, at home or away games, to abide by them. You represent yourself, your team, your children, CSI and the Town of Coventry.

If a Coach, parent or parents as well as other spectators can not abide by the code of conduct (Article 21) or abide by the CJSA code of conduct. The Board of Directors will have the authority to penalize or remove a coach, as well request the removal of any parent or other spectator from the field of play or site for a duration decided by the Board of Directors.

Appendix B

COACHES CODE

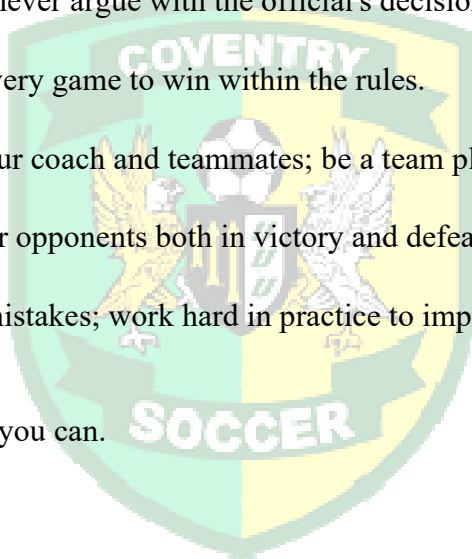
1. You are an assistant to the game in teaching the players and an assistant to the players in their understanding of the game. Always set a good example about winning and losing. Soccer is a game and should be treated and respected as such.
2. Prepare your practice sessions according to the age, skill level, and goals of the team. Use language and discipline levels that are age appropriate. Treat each player as an individual, everyone should be listened to and motivated in a unique fashion.
3. Players play for enjoyment, winning is only part of the game. **Never** ridicule or yell at the players for making mistakes or losing a competition (A team loses together, no individual loses a game). **YELLING NEVER WORKS!**
4. Be organized at all times and ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the players.
5. Although soccer is regarded as a player's game, it is also to be enjoyed by non-players, i.e., coaches, referees and spectators, show your enthusiasm to the players.
6. Teach your players the rules of the game.
7. Recognize the importance of your behavior at games. It is up to you to maintain your players, parents, and coaches at all times. **Whatever** the circumstance, you are in charge. If a referee is having a difficult time with anyone and seeks your help, it is up to you to do as directed. Ranting and raving players and parents will not be tolerated and will be asked to leave. **YOU SET THE DISCIPLINE AND EXAMPLE!**
8. Do not be confrontational with a referee, harsh criticism of the referee sets a poor example for players and spectators (Parents). And will not be tolerated by the Board of Directors. We lose younger referees due to parents and coaches being abusive to them during or after games. It is up to you as coach to maintain respect for the referee's decision and that your players and parents do likewise.
9. Be sporting to your opponents and the referee both in victory and defeat.
10. Keep this in perspective. **This youth soccer, , not the World Cup.** Always support your players with words of encouragement. Never berate or be negative on the field with your players.

11. Remember to have fun and make sure your players have fun.

Appendix C

PLAYERS CODE

- 1.** Play soccer for your enjoyment of the game. Do not play just to please other people.
- 2.** Play at a level of competition, which is challenging and stimulating; competition which is too easy or too difficult will not be enjoyable.
- 3.** Play by the rules; never argue with the official's decisions.
- 4.** Try your best in every game to win within the rules.
- 5.** Cooperate with your coach and teammates; be a team player.
- 6.** Be sporting to your opponents both in victory and defeat.
- 7.** Learn from your mistakes; work hard in practice to improve technique and decision making.
- 8.** Be the best player you can.



Appendix D

PARENTS (SPECTATORS) CODE

1. Do not force an unwilling child to participate in soccer.
2. The game is to be enjoyed by supporters as well as players. Show your sportsmanship and enthusiasm.
3. Encourage your child to play by the rules.
4. Teach your child that honest effort is as important as victory so that a loss is accepted without undue disappointment.
5. Turn defeat into victory by helping your child work towards skill improvement and good sportsmanship. Do not ridicule or yell at your child for making a mistake or losing a competition.
6. Children learn by example. Applaud good play by your team and opponents.
7. Do not publicly question the official's judgment or integrity.
8. Recognize the value and importance of referee and volunteer coaches. They give their time and resources to provide recreational activities for your child.

Appendix E

BOARD OF DIRECTOR JOB REQUIREMENTS

PRESIDENT:

1. The President shall be responsible for presiding over regularly scheduled meetings of CSI including membership and Board of Director meetings.
2. The President shall be the Chief Executive Officer and shall supervise and control all of the business affairs of CSI, including all business with officials and departments of the Town of Coventry and officials of District, State or National soccer associations.
3. Attend district meeting- 10 to 12 a year.
4. Act as liaison between CSI and the Town of Coventry to ensure a healthy relationship.
5. Handle inter-club relations
6. Oversee operations of other directors and assist as needed.
7. Is a representative of CSI and acts a liaison between the district and CSI.
8. Provides functional support, as assigned by the district.
9. Attends district meetings.

VICE PRESIDENT:

1. In the absence of the President, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President.
2. The Vice President shall provide support for other directors as needed.

SECRETARY:

1. The Secretary shall record the minutes of each meeting and shall be responsible for any and all correspondence on behalf of CSI as directed by the Board of Directors.
2. The Secretary shall be responsible for the storage and retrieval of all minutes and correspondence.
3. The Secretary shall see that all notices are given as required by these Bylaws or by applicable law.
4. The Secretary shall perform such other duties assigned from time to time by the Board of Directors of Directors.

TREASURER:

1. The Treasurer shall have custody of all funds and shall keep the books of CSI.
2. The Treasurer shall deposit funds and maintain bank accounts in such banks, trust companies or other depositaries as shall be designated by the Board of Directors.
3. The Treasurer shall be responsible for all disbursements as directed by the membership or the Board of Directors.
4. The Treasurer shall perform such other duties assigned from time to time by the Board of Directors.
5. The Treasurer shall provide updated reports to the Board of Directors on the condition of CSI's account(s).

REFEREE ADMINISTRATOR:

1. Schedules referees and linesman for all games.
2. Notifies those needing re-certification of upcoming classes.
3. Works to arrange for new referees.
4. Must be a licensed referee and a certified assignor with CSRP

REGISTRAR REC/COMP (U7+):

Note: The Registrar must be on record with CJSA and get access to the CJSA Registration system. Please contact the District Registrar (as indicated on the CJSA website or in the current Handbook) with any questions.

1. The Registrar shall organize and administer the registration of all players and adults/coaches to CSI for each season.
2. The Registrar shall load all CSI registered players and adults/coaches to the CJSA Registration system according to CJSA guidelines.
3. The Registrar shall provide proof of age for all players (as necessary) to the District Registrar.
4. The Registrar shall roster players to their respective teams.
5. The Registrar shall submit all necessary rosters to the District Registrar for approval/certification.
6. The Registrar shall coordinate with the District Registrar to validate and obtain player/coaches passes and rosters and provide them to the appropriate coach.
7. The Registrar shall provide the Town of Coventry and the Coventry Recreation Department with a seasonal (Fall and Spring) list of all participating players and adults/coaches.
8. The Registrar shall provide the District Registrar with necessary lists of registration and reports as needed.
9. The Registrar shall attend CJSA district and general meetings when necessary.

REGISTRAR INSTRUCTIONAL (U3-U6):

Note: The Registrar must be on record with CJSA and get access to the CJSA Registration system. Please contact the District Registrar (as indicated on the CJSA website or in the current Handbook) with any questions.

1. The Registrar shall organize and administer the registration of all players and adults/coaches to CSI for each instructional season.
2. The Registrar shall load all CSI registered players and adults/coaches to the CJSA Registration system according to CJSA guidelines.
3. The Registrar shall provide proof of age for all players (as necessary) to the District Registrar.
4. The Registrar shall roster players to their respective teams.
5. The Registrar shall submit all necessary rosters to the District Registrar for approval/certification.
6. The Registrar shall coordinate with the District Registrar to validate and obtain player/coaches passes and rosters and provide them to the appropriate coach.
7. The Registrar shall provide the Town of Coventry and the Coventry Recreation Department with a seasonal (Fall and Spring) list of all participating players and adults/coaches.
8. The Registrar shall provide the District Registrar with necessary lists of registration and reports as needed.
1. Oversees and provides direction of the instructional programs.
2. Coordinates the organization of teams and instructors (coaches).
3. Coordinates and plans with the Coaching Director for proper education of soccer training of instructors (coaches).
4. Ensures that players in the instructional programs have field access, active teams and will assist instructional coaches as needed.
5. **MOST OF ALL MAKE SURE THEY HAVE FUN!**

COACHING DIRECTOR:

1. Responsible for the education of all divisional coaches.
2. Must hold a USSF “D” License or equivalent. Exceptions may be made for candidates who possess significant coaching experience or hold comparable certifications.
3. Provides direction as to what should be taught at each level of play.
4. Arranges for coaching clinics and helps in providing information for further education pertaining licenses.
5. Advises coaches, as needed, to help improve the level of play throughout CSI.
6. Responsible for making sure that each coach teaches age-appropriate drills and is conducting themselves in a manner that is worthy of representing CSI.

DIRECTOR OF SPONSORSHIP

1. Oversee community engagement regarding fundraising events.
2. Maintenance of current sponsorships, including renewals.
3. Identify new sponsorship opportunities and engage with potential sponsors.
4. Document all sponsorship activity.

FIELD AND EQUIPMENT DIRECTOR:

1. Oversee selection and issuance of uniforms and team equipment.
2. Maintain CSI inventory of various instructional, training and competition equipment.
3. Schedules and assigns field access for trainings and home games.
4. Acquires equipment for CSI as needed.

DIRECTOR OF PLAYER DEVELOPMENT:

1. In charge of facilitating skill development opportunities for registered players.
2. Communicate with local soccer clubs or schools (including universities) to find opportunities for development.
3. Coordinates and communicates such opportunities to registered players.
4. In charge of coordinating and facilitating annual player evaluations.
5. Assists in soliciting volunteers for evaluations.
6. Assists with evaluation analysis.

COMMUNICATIONS/ SOCIAL MEDIA SPECIALIST:

1. In charge of communications to all registered players as well as prospective players.
2. Maintains active social media accounts for CSI.
3. Manages CSI website
4. Facilitate emails blasts and social media posts to inform the CSI community of special events, registration dates or other pertinent information.

DIRECTOR AT LARGE:

1. Aids CSI by working to keep youths, particularly those above U14, interested in soccer.
2. Assists other directors as needed and available.

EVENT COORDINATOR

1. Aids CSI by creating, scheduling, and coordinating events throughout each season.
2. Events may include jamborees, tournaments, special dedications, or celebrations
3. In charge of soliciting volunteers, vendors and equipment needed for events.
4. Coordinates CSI player involvement in town-sponsored events, school sporting events, and soccer events/games in our region (college/professional).

REV 10/2025

