

Mountain Hi Swim League
President-Elect's Responsibilities
3 - point addition for team

- Attend all Executive Board meetings throughout the year.
- Schedule locations for all Parent Rep meetings, coordinate with Board members and inform Secretary for mailings.
- Organize and run Clerk of Course Clinic.
- Organize and run Scorer's clinic.
- Find Venue and organize All Star meet and July meeting. Establish all requirements including but not limited to tables, chairs, timing and starter system, heating area, concessions, all other deck crew, computer personnel, awards, locations for each position and teams. Distribute team required volunteers at the July Championship meeting.
- Work with computer personnel to establish proper event labels and computer generated program with cover sheet.
- Coordinate team for day of meet to set up, rope off appropriate areas, team placement tear down, check to see if all key functions are running properly during the entire meet and cleanup after meet.
- Fulfill the President duties in absence of, for meetings or decisions. Observe responsibilities and paperwork produced in preparation for a smooth transition.