



Detroit Lakes Youth Hockey Association (DLYHA)

DLYHA GAMBLING MANAGER

JOB OVERVIEW

The Detroit Lakes Youth Hockey Association Gambling Manager is the person in charge of the day-to-day activities of the organization's gambling operations under direct supervision of the Detroit Lakes Youth Hockey Board of Directors.

RESPONSIBILITIES AND DUTIES

The Detroit Lakes Youth Hockey Association Manager duties include but are not limited to:

- ◆ Reviewing and monitoring the conduct of games to the Benefit of the Detroit Lakes Youth Hockey Association
- ◆ Ensuring all receipts and disbursements have been properly accounted for in compliance with statute and rule requirements
- ◆ Ensuring that all inventory records have been reconciled each month
- ◆ Organize, manage and audit the fall Hockey Hauler Raffle making sure that all acting members are participating according to organization guidelines and specifications
- ◆ Supervising all licensing and reporting requirements
- ◆ Assuring that the organization is in full compliance with all statutes and rules related to the Minnesota Gambling Control Board
- ◆ Attend all Detroit Lakes Youth Hockey Association meetings to answer any Board of Director or DLYHA membership questions
 - ◆ Meetings are held on the 2nd Monday of each month

REQUIREMENTS

The DLYHA Gambling Manager must meet the following criteria to qualify for the position:

- ◆ Have attended a Gambling Manager Seminar and passed the written test
 - ◆ Costs associated with this seminar will be paid by DLYHA; there is no cost to attendee
- ◆ Be fully licensed by the Minnesota Gambling Control Board
- ◆ Pass a background check

COMPENSATION

- ◆ To be determined by Detroit Lakes Youth Hockey Association Board of Directors