



SFYHA Tournament Coordinator Role

Effective for the 2023-24 season, Tournament Coordinators will be appointed to facilitate the operations of the SFYHA home tournament weekends. For each tournament, four tournament coordinators will be appointed by the Tournament Director. The preference is that each team playing in the tournament will have one tournament coordinator, but where there are less than four SFYHA teams playing, or where a team has no volunteers, then multiple coordinators may be appointed from the same team.

Each tournament coordinator will fulfill two of the following shifts during the tournament weekend: Friday; Saturday morning and early afternoon; Saturday early afternoon and evening; and/or Sunday.

Duties of the tournament coordinators during their shift will include:

- Attending pre-tournament meeting with Tournament Director to review tournament procedures and schedule
- Hanging signage, rules, and schedule/scoring posters at the Scheels IcePlex
- Checking in the visiting teams
- Handing out player gifts
- Checking in DIBS volunteers
- Handing out and collecting score sheets
- Updating scoring on posters in the Scheels IcePlex
- Collaborating with SFYHA Team Coordinators to fill Dibs roles
- Handing out trophy/medals to teams earning top three places in each division

Tournament coordinators will earn 20 hours of DIBS credit for serving in this role. Credit will be awarded after the completion of the tournament weekend.

Approved Aug 16, 2023