



Job Description Park Director Position

1. Must be available most weeknights (Monday-Thursday) 5:00 pm – 10:00 pm
2. Arrive at the park 30 minutes prior to the start of the 1st game.
3. Check out scoreboard controllers to coaches or team representatives for Game 1 on each field.
4. Prepare game cards and distribute them to umpires.
5. Make sure to have the umpire/game list – the Umpire in Chief will notify of umpire changes.
6. Provide umpires with 3 baseballs (2 in Coach Pitch). Teams are responsible for retrieving foul balls.
7. Collect game balls from umpires after games.
8. After each game, collect the game cards from umpires and make sure the team names, age divisions, and final scores are reported.
9. Communicate (via text message) the team names and final scores to the League Information Officer
10. Pay umpires after they complete their games.
11. Maintain an active presence at the park.
12. Be readily available as the first official to be contacted by the game umpires in relation to questions regarding league rules and regulations. If unable to make a ruling, contact the umpire-in-chief and make a final ruling. The Director of Baseball Operations must be notified of any final rulings that are elevated to the umpire-in-chief.
13. Turn field lights on when necessary and ensure the lights are turned off prior to leaving the park.