

## **CVDA League Director – Duties & Responsibilities**

- 1 - Orientation of New Teams/Players
- 2 - Coordinating / Assisting New and Existing Area Representative's
- 3 - Development of Team Divisional Rankings each new season
- 4 - Maintenance of all CVDA Members Statistics within the CVDA computer  
Names, Address, Contact Info, Dues Etc.
- 5 - Maintenance of CVDA Members PPA's / Winning Percentage – Collecting all weekly Score Sheets  
For posting into the Computer.
- 6 - Coordinating of CVDA League Tables for posting to the CVDA Website  
Developing the Playoff Brackets / All-Star Selection / PPA & Winning %
- 7 - Development of CVDA League statistics for Publication – Website / Printer  
For each new season start.
- 8 - Responsible in assisting in the operation of the “Dart Classic” & “TOC”
- 9 – Responsible for the collection of Rosters/Member Application at all Finals.
- 10- Attend all meetings, Board, Disciplinary actions, Sponsor, Division Set-Up, General membership  
Meetings, Captains & Appeal meetings
- 11- Responsible in assisting in the set up for all Finals, Dart Classic & TOC.
- 12- Maintenance of the CVDA Computer and its reports and regeneration each new season.