

****Responsibilities of CVDA office of Vice President in addition to our Bylaws**

1. Oversee Sanctioned Tournaments-review points lists, know where sanctioned tournaments are, and assist with the running of the Tournament of Champions.
2. Responsible for pulling trailer to the Dart Classic location. Supervise setting up and taking down of standards and other equipment to be used over the weekend.
3. Responsible for selling raffle tickets, helping with 50/50 and actively seek sponsors for the Dart Classic.
4. Assist in the running of the control desk at the Dart Classic-whether it is calling names, running the bracket board, etc.
5. Responsible for taking 3 standards and other equipment needed are taken to the finals match and supervise setting up and taking down of the standards, etc.
6. Responsible for recertification of all sponsor locations each year. This is done in conjunction with area reps and during the end of the summer season.
7. Complete tasks assigned by President as appropriate to the smooth running of the league.

8. Attend all board meetings, disciplinary action meetings sponsor meetings, division set-up meetings, captain's meetings, and general membership meetings.

** These responsibilities are subject to change or may increase based on current needs of the league.

August 24, 2009