



Job Description: Adult Points Advisor

Board of Directors:

President: Marsy Chisholm
 Vice President: Robert Soileau
 Chief Financial Officer: Donna Chisholm
 Director: Mike Parisciani
 Director: Kevin Heard
 Director: Chad Johnson
 Secretary: Stephanie Evans

Adult Advisors:

	<u>Voting Member</u>	<u>Non-Voting Member (backup)</u>
Captains Committee:		Stephanie Evans (Voting Member)
Finance Assistant:	Cassie Ferguson	Donna Chisholm (Voting Member)
Fundraising Committee:	Haileigh Ferguson	
Points Advisor:	Amanda Lassabe	
Public Relations/Social Media:	Katie Brown	
Rules and Safety Advisor:	Robert Soileau	Chad Johnson (Voting Member)
Sponsorship Committee:		
Tournament and Event Coordinator:		
Tournament Committee:	Nolan Michel	
Webmaster:		Stephanie Evans (Voting Member)
Weigh-In Master:	Braxton Chisholm	

General Description:

The Adult Points Advisor must keep an accurate record of all angler points for the season. This report must stay updated and available for the Board President when needed.

This individual will work closely with the Adult Board President. Responsible in calculating the points earned, by each fishing team and /or individual at each tournament, event and meetings.

Make sure all data is recorded accurately. Also, keeps a record of the point standings of each team and/or individual. Must be accurate, for this determines scholarships.

Volunteer Responsibilities:

- Attend all Club meetings, events, and tournaments.
- Must keep all teams/angler points updated at all times.
- Must send the points standings to the Board President and to the Web/Public Relations Advisor for online updates every month
- Must have sign-in sheets for all meetings and events to keep track of points
- Obtain a copy of the tournament weigh-in slips from every tournament
- Must keep track of all Kick Bass event points

Experiences:

- Strong excel skills