



### **Region Director's Duties**

- I. Board of Director's Meetings
  - a. Region directors will attend the summer convention and fully participate in all NHSACA Board of Director's meetings. This includes, but is not limited to,
    - i. Participating in discussions
    - ii. Making, and/or, seconding motions
    - iii. Voting on all actionable items brought to the board
  - b. Committees
    - i. Serve and participate on one "A" Committee as assigned by the President
    - ii. Serve and participate on one "B" Committee as assigned by the President
    - iii. Serve on any "Ad Hoc" committee as assigned by the President
    - iv. Serve as a replacement for any sport chair not in attendance
- II. Social Functions
  - a. Attend NHSACA Board of Director's Social and Dinner during the Annual Convention
  - b. Attend the NHSACA Board of Director's/ COTY Social
  - c. Attend the Hall of Fame Induction Luncheon
  - d. Attend the Coach of the Year Awards Banquet
  - e. Attend other official NHSACA Board Socials during the Convention
- III. Duties to be performed from July –May
  - a. Recruit new member-states from the region you represent **(You will coordinate this through Rich Montgomery, the Region Director Coordinator and Darin Boysen the State Executive Director's Representative to the NHSACA-Contact them prior to sending information or reaching out to any state)**
    - i. Contact, by email, all state executive directors of states in your region
    - ii. Follow-up email contact with phone contact with all state executive directors...
    - iii. If applicable, contact all directors/presidents of sport specific coaches associations in the states in your region using email followed by phone calls.  
These contacts should do the following things:
      1. An invitation for their association to join NHSACA
      2. Information concerning NHSACA's mission (Recognize, Support, Educate coaches in the United States)
      3. Information concerning education opportunities during each national convention
      4. Information concerning the Hall of Fame Induction Luncheon and the Coach of the Year Awards Banquet
      5. A review of any coaches from their states that have been honored by NHSACA in the past
      6. Recognizing their association's work in their state for high school athletics and the amazing coaches they have in their state



- b. Recognition of coaches in your region that advance as finalist in the Coach of the Year process or have been selected for induction into the NHSACA Hall of Fame
  - i. You may send an email, make a phone call, or send a regular letter to do this.
    - 1. Congratulate the coach on this honor
    - 2. Encourage coach to attend the NHSACA national convention
    - 3. Offer assistance to the coach