

Chesterfield Cheerleader League

Conduct and Responsibilities of the Commissioner

1. It is the responsibility of the Commissioner to act as liaison between their association(s) and the Executive Board.
2. It is the responsibility of the Commissioner to make sure all paperwork is turned in by the appointed due dates. This is to include, but is not limited to rosters, medical forms, fees, etc.
3. It is the responsibility of the Commissioner to assist Directors on any issues that may arise involving cheerleading. If you have a new Director, offer them assistance with all aspects of the program to keep them on the right road to a successful program. If you are unable to get the information a Director needs, contact an Executive Board member to assist immediately.
4. It is the responsibility of the Commissioner to keep an open line of communication with Directors at all times. You should make contact with your Directors at least once every other week during the season just to show support whether it is a phone call, email or attending a function with that association.
5. It is the responsibility of the Commissioner to notify your Directors on all CCL activities within 48 hours of receiving the information.
6. It is the responsibility of the Commissioner to attend at least one of the scheduled activities from each of their associations. If you are unable to attend any activities or events for the Directors, you are to notify an Executive Board member immediately.
7. It is the responsibility of the Commissioner to **ALL** scheduled CCL annual event activities. This is to include camps, competitions, league meetings and board meetings. If a Commissioner is unable to attend, they must contact the President prior to that event. Board meetings are a **MUST** for attendance as important issues will be discussed and may need to be voted on.
8. It is the responsibility of the Commissioner to ALWAYS support the CCL Board and its activities. Any negative or slanderous actions may result in immediate removal from the Board.
9. Commissioners will not be permitted to be on any associations cheerleading coaching staff. You may only assist if an association needs your advice or help.

Conduct and Responsibilities of the Commissioner (Page Two)

10. Your first and utmost role is to be supportive, positive and a team player with the Board and all that is associated with Chesterfield Cheerleader League and what it stands for in the community.
11. The most important job that a Commissioner has is to **COMMUNICATE**! Not only with the Board but with the Directors. You are the only link the Board has with the associations. Remember – you are there to help them, not take over.
12. Any result for not following the above set guidelines set by Chesterfield Cheerleader League may result in probation as set forth by the Executive Board.