

SNAKE RIVER SWIMMING
BOARD OF DIRECTORS
JOB DESCRIPTIONS

THE OFFICE OF THE GENERAL CHAIR

The General Chair is a member of the Board of Directors and the Executive Committee, elected by the House of Delegates in an even year for a two-year term beginning Jan 1st of the year after the election takes place. As long as the member is in good standing, he or she may serve in this capacity for two consecutive terms. The duties and powers of the General Chair are defined by the Snake River Swimming By-Laws:

The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

606.7.1 General Chair: The General Chair shall oversee and have general charge of the management, business, operations, affairs and property of SRS, and general supervision over its officers and agents; shall call meetings when and where deemed necessary; shall preside at all meetings; and, except as otherwise provided in these Bylaws and with the advice and consent of the Board of Directors, shall appoint committee chairs and members for standing and special committees or coordinators as may be necessary to permit SRS to effectively, efficiently and economically conduct its affairs. The General Chair shall report to the Board of Directors all matters within the General Chair's knowledge that the Board of Directors should consider in the best interests of SRS.

Board of Directors (21 members)

General Chair

Administrative Vice-chair	Treasurer
Senior Vice-chair	Coach Representative
Age Group Vice-chair	Athlete Representatives (4)
Safety Chair	Technical Planning Chair
Secretary	At-Large Board Members
Officials Chair	Records Chair
Awards Chair	Diversity Chair
Sanctions Chair	

The Board of Directors shall consist of the following officers stated above for SRS, together with those additional members designated in Sections 605.2 and 605.3. The duties and powers are listed in section 605.6 in the SRS Bylaws.

Executive Committee (9 members)

General Chair	Treasurer
Administrative Vice-chair	Secretary
Senior Vice-chair	Junior and Senior Athlete Representatives (2)
Age Group Vice-chair	Coach Representative.

The General Chair is the presiding officer and must appoint one of the other members to serve as secretary during Executive Committee meetings. See By-Laws Section 605.7 for duties and powers of the Executive Committee.

Convention

There are 6 delegates with an automatic vote in the USA Swimming House of Delegates at the September Convention:

General Chair	Age Group Vice-chair
Administrative Vice-chair	Senior Coach Representative
Senior Vice-chair	Senior Athlete Representative

Further duties of the General Chair are described in the By-Laws:

- A. Preside at the Executive Committee, Board of Directors and House of Delegates meetings.
- B. See that all duties and responsibilities of the coordinator or the respective division, committee or sub-committee in his charge are properly and promptly carried out.
- C. The General Chair along with the Membership/Registration Coordinator, the Secretary, the Finance Vice-chair and the Treasurer, shall be collectively responsible for seeing that all required reports and remittances are made to USA Swimming national headquarters.

In addition to the duties described in the Snake River Swimming By-Laws, Section 606.7.1 (see above), the By-Laws and the SRS Policy & Procedures Manual grants the General Chair the authority / obligation to

- A. Sign and execute deeds, mortgages, bonds, contracts, agreements or other instruments duly authorized.
- B. Sign checks, drafts or other orders for the payment or transfer of money.
- C. Serve as a member of the Budget Committee, the Program Development Committee and as the chair of the Executive Committee.
- D. Serve as a member of the Zone Team Committee in regards to selection of athletes and their events and the head coach for the winter team
- E. Call special meetings of the HOD, BOD or Executive Committee.
- F. Assign duties to Board members, including At-Large members of the Board.
- G. Appoint chairpersons and members of standing committees and other coordinators with the advice and consent of the Board of Directors and the respective division vice-chair.
- H. With the advice and consent of the Board of Directors, appoint up to 10 members as At-Large delegates to the Snake River Swimming House of Delegates.

- I. With the advice and consent of the Board of Directors, appoint additional delegates to the USA Swimming HOD, if votes are available, or designate alternate delegates to fill vacancies in representation.
- J. With the advice and consent of the Board of Directors, appoint delegates to attend the Spring meeting of the Western Zone House of Delegates.
- K. Receive a resignation from a committee chair or a member of either the Board of Directors or the Board of Review.
- L. Fill a vacancy on the Board of Directors, the Nominating Committee, a committee chair or a committee member with the advice and consent of the Board of Directors and, where applicable, the respective division vice-chair.
- M. With the Administrative Vice-Chair, generally supervise paid office staff.
- N. Receive a copy of decisions rendered by a Board of Review.

The General Chair may not:

- a. Hold the office of general chair jointly with another member
- b. Serve on the nominating committee
- c. Vote during meetings of divisions, committees or sub-committees (voice but no vote)

THE OFFICE OF THE ADMINISTRATIVE VICE-CHAIR

The Administrative Vice-Chair is a member of the Board of Directors and the Executive Committee, elected by the House of Delegates in an even year for a two-year term beginning Jan 1st of the year after which the election takes place. As long as the member is in good standing, he or she may serve in this capacity for two consecutive terms. The duties and powers of the Administrative Vice-Chair are defined by the Snake River Swimming By-Laws:

The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

606.7.4 Administrative Vice-chair: The Administrative Vice Chair shall conduct meetings in the absence of the General Chair and, at the request of the General Chair or in the event of the disability of the General Chair, shall perform all of the duties of the General Chair, and when so acting shall have all of the powers of the General Chair. The Administrative Vice Chair shall chair, and have general charge of the business, affairs and property of the division that administers SRS business and affairs. The Administrative Vice Chair shall aid in the development of policy and the coordination of the activities of the officers and committees within the division internally and with other divisions, committees and coordinators. The Administrative Division shall be responsible for the creation and maintenance of SRS's Policies and Procedures Manual. The Administrative Vice Chair will serve as the liaison to the Athlete Representatives and the Athletes Committee, and shall be responsible to see that the Athlete Representatives' elections are held in accordance with these Bylaws.

Board of Directors (21 members)

General Chair

Administrative Vice-chair	Treasurer
Senior Vice-chair	Coach Representative
Age Group Vice-chair	The Athlete Representatives (4)
Safety Chair	Technical Planning Chair
Secretary	At-Large Board Members
Officials Chair	Records Chair
Awards Chair	Diversity Chair
Sanctions Chair	

The Board of Directors shall consist of the following officers stated above for SRS, together with those additional members designated in Section 605.2 and 605.3. The duties and powers are listed in section 605.6 in the SRS Bylaws.

Executive Committee (9 members)

General Chair	Treasurer
Administrative Vice-chair	Secretary
Senior Vice-chair	Athlete Representatives (2)
Age Group Vice-chair	Coach Representative.

The General Chair is the presiding officer and must appoint one of the other members to serve as secretary during Executive Committee meetings. See By-Laws Section 605.7 for duties and powers of the Executive Committee.

Convention

There are 6 delegates with an automatic vote in the USA Swimming House of Delegates at the September Convention:

General Chair	Age Group Vice-chair
Administrative Vice-chair	Senior Coach Representative
Senior Vice-chair	Senior Athlete Representative

The divisions of SRS shall each be chaired by a Vice-chair, the Senior Athletes Representative, or the Coaches Representative, whose respective powers, duties, jurisdiction and responsibilities are described in Section 606.7. Under each division Vice-chair there are officers, committees, coordinators and direct responsibilities as follows:

607.1.1 Administrative Division - Administrative Vice-chair

- Bylaws/Legislation/Rules
- Club Development
- Communications
- Computer
- Elections
- Equipment (Office)
- Insurance
- Legal (General Counsel, if applicable)
- Meet Sanctions
- Membership/Registration
- Reportable times
- Personnel
- Public Relations
- Publications/Newsletter
- Policies and Procedures Manual
- Records/Top 16 Tabulation
- Safe Sport Coordinator
- Secretary
- Special Events

In addition to the duties described in the Snake River Swimming By-Laws, Section 606.7 and 607.1 (see above), the By-Laws and the SRS Policy & Procedures Manual grant the Administrative Vice-Chair the authority / obligation to

- A. Serve as General Chair in the event of a vacancy in the office or of the General Chair's temporary or permanent incapacity
- B. Sign and execute deeds, mortgages, bonds, contracts, agreements or other instruments duly authorized.
- C. Sign checks, drafts or other orders for the payment or transfer of money
- D. Require periodic reports from the Registration/Membership coordinator
- E. Receive safety recommendations from the Safety Coordinator
- F. Serve on the Executive Committee, Audit Committee, the Budget Committee.
- G. With the General Chair, generally supervise the permanent office staff.

THE OFFICE OF THE SECRETARY

The Secretary is a member of the Board of Directors elected by the House of Delegates in an even year for a two-year term beginning immediately of the year in which the election takes place. As long as the member is in good standing, he or she may serve in this capacity indefinitely. The duties and powers of the Secretary are defined by the Snake River Swimming By-Laws:

The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

606.7.2.

Secretary: *The Secretary, or a delegate, shall be responsible for keeping a record of all meetings of the House of Delegates and Board of Directors, conducting official correspondence, issuing meeting and other notices and making such reports to USA Swimming as are required by these Bylaws and shall perform the other duties incidental to the office of Secretary. The Secretary, or the staff of SRS's permanent office, shall be custodian of the records and the seal of SRS, and attest the execution of, and cause the seal to be affixed to, all duly authorized instruments. The Secretary shall cause to be kept at SRS's permanent office copies of all minutes, official correspondence, meeting and other notices, any other records of SRS and the SRS corporate seal.*

Board of Directors (21 members)

General Chair

Administrative Vice-chair	Treasurer
Senior Vice-chair	The Coach Representative
Age Group Vice-chair	The Athlete Representatives (4)
Records Chair	Safety Chair
Sanctions chair	Technical Planning Chair
Secretary	At-Large Board Members
Officials Chair	Diversity Chair

See By-Laws Section 605.6 for duties and powers of the BOD

Executive Committee (9 members)

General Chair	Treasurer
Administrative Vice-chair	Secretary
Senior Vice-chair	Athlete Representatives (2)
Age Group Vice-chair	Coach Representative.

The General Chair is the presiding officer and must appoint one of the other members to serve as secretary during Executive Committee meetings. See By-Laws Section 605.7 for duties and powers of the Executive Committee

Convention

There are 6 delegates with an automatic vote in the USA Swimming House of Delegates at the September Convention:

General Chair	Age Group Vice-chair
Administrative Vice-chair	Senior Coach Representative

Senior Vice-chair

Senior Athlete Representative

The Administrative Division shall each be chaired by a Vice-chair, the Senior Athletes Representative, or the Coaches Representative, whose respective powers, duties, jurisdiction and responsibilities are described in Section 606.7. Under each division Vice-chair there are officers, committees, coordinators and direct responsibilities as follows:

607.1.1 Administrative Division - Administrative Vice-chair

Bylaws/Legislation/Rules
Club Development
Website
Elections
Legal (General Counsel, if applicable)
Meet Sanctions
Membership/Registration

Personnel
Public Relations
Publications/Newsletter
Policies and Procedures Manual
Records/Top 16 Tabulation

Secretary

Special Events
HOD meeting Administrator
Work with Webmaster on SRS Communications

In addition to the duties described in the Snake River Swimming By-Laws, Section 606.7 (see above), the By-Laws and the SRS Policy & Procedures Manual grant the Secretary the authority / obligation to

- A. Receive written appointments from Clubs designating their HOD representatives.
- B. Provide written notice when a member of the Board of Directors, the Board of Review or a Committee Chair is to be removed for deficiency of performance
- C. Distribute and receive ballots for a Mail Vote
- D. Receive reports & filings from the Treasurer for submission to the BOD and USA Swimming. (see 608.2- 608.5 of the SRS Bylaws)
- F. Within 30 days of each HOD or BOD meeting, transmit a copy of the minutes of the meeting to the respective members and to USA Swimming national headquarters.
- G. The Secretary along with the Membership/Registration Coordinator, the General Chair, and the Treasurer, shall be collectively responsible for seeing that all required reports and remittances are made to USA Swimming national headquarters.
- H. Receive a copy of decisions rendered by a Board of Review.

THE OFFICE OF THE SENIOR VICE-CHAIR

The Senior Vice-Chair is a member of the Board of Directors and the Executive Committee, elected by the House of Delegates in an even year for a two-year term beginning Jan 1st of the year after which the election takes place. As long as the member is in good standing, he or she may serve in this capacity for two consecutive terms. The duties and powers of the Senior Vice-Chair are defined by the Snake River Swimming By-Laws:

The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

606.7.5 Senior Vice-chair: *The Senior Vice Chair shall chair and have general charge of the affairs and property of the Division that develops and conducts the senior swimming program of SRS including meet management for all senior swimming meets hosted by SRS. The Senior Vice Chair will serve as a liason to the Athlete Representatives and the Athletes Committee and see that the Athlete Elections are held in accordance to SRS Bylaws.*

Board of Directors (21 members)

General Chair

Administrative Vice-chair	Treasurer
Senior Vice-chair	The Coach Representative
Age Group Vice-chair	The Athlete Representatives (4)
Officials Chair	Safety Chair
Technical Planning Chair	Awards Chair
Sanctions Chair	Records Chair
At Large Board members	Diversity Chair

See By-Laws Section 605.6 for duties and powers of the BOD

Executive Committee (9 members)

General Chair	Secretary
Administrative Vice-chair	Treasurer
Senior Vice-chair	Senior Athlete Representatives (2)
Age Group Vice-chair	Senior Coach Representative.

The General Chair is the presiding officer and must appoint one of the other members to serve as secretary during Executive Committee meetings. See By-Laws Section 605.7 for duties and powers of the Executive Committee.

Convention

There are 6 delegates with an automatic vote in the USA Swimming House of Delegates at the September Convention:

General Chair	Age Group Vice-chair
Administrative Vice-chair	Senior Coach Representative
Senior Vice-chair	Senior Athlete Representative

The Senior Division of SRS shall each be chaired by a Vice-chair, the Senior Athletes Representative, or the Senior Coaches Representative, whose respective powers, duties, jurisdiction and responsibilities are described in Section 606.7. Under each division Vice-chair there are officers, committees, coordinators and direct responsibilities as follows:

607.1.3 Senior Division - Senior Vice-chair

Awards (Senior)
Camps/Clinics
Meet Evaluation
Meet Management
Meet Sponsorship
Open Water
Senior Zones
Travel Fund Committee

In addition to the duties described in the Snake River Swimming By-Laws, Section 606.7.5 and 607.1 (see above), the By-Laws and the SRS Policy & Procedures Manual grant the Senior Vice-Chair the authority / obligation to:

- A. Serve on the Executive Committee, the Budget Committee, the Program Development Committee, the Travel Fund Committee, and the Ad-hoc Surcharge Committee
- B. Receive safety recommendations from the Safety Coordinator
- C. Assume responsibility for the budgets for LSC-hosted Senior meets
- D. With advice and consent of the Senior Committee and subsequent approval by the HOD or the BOD, recommend that the LSC-hosted meets be open or closed.

THE OFFICE OF THE TECHNICAL PLANNING CHAIR

The Technical Planning Chair is a member of the Board of Directors elected by the House of Delegates in an odd year for a two-year term beginning immediately of the year in which the election takes place. As long as the member is in good standing, he or she may serve in this capacity for two consecutive terms. The duties and powers of the Technical Planning Chair are defined by the Snake River Swimming By-Laws:

The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

607.2.1A/607.2.2D.

Technical Planning Chair - The Technical Planning Chair shall chair, and have general charge of the business, affairs and property of the Technical Planning Committee, which is responsible for long-range planning regarding the swimming programs conducted by SRS, the continuing review and development of the SRS philosophy and for advising other committees and divisions regarding the implementation of that philosophy in the context of SRS's swimming programs.

Board of Directors (21 members)

General Chair

Administrative Vice-chair	Treasurer
Senior Vice-chair	The Coach Representative
Age Group Vice-chair	The Athlete Representatives (4)
Sanctions Chair	Safety Chair
Records chair	Technical Planning Chair
Secretary	At-Large Board Members
Officials Chair	Diversity Chair

See By-Laws Section 605.6 for duties and powers of the BOD

Executive Committee (9 members)

General Chair	Treasurer
Administrative Vice-chair	Secretary
Senior Vice-chair	Senior Athlete Representatives (2)
Age Group Vice-chair	Senior Coach Representative.

The General Chair is the presiding officer and must appoint one of the other members to serve as secretary during Executive Committee meetings. See By-Laws Section 605.7 for duties and powers of the Executive Committee

Convention

There are 6 delegates with an automatic vote in the USA Swimming House of Delegates at the September Convention:

General Chair	Age Group Vice-chair
Administrative Vice-chair	Coach Representative
Senior Vice-chair	Senior Athlete Representative

The Operations division of SRS shall each be chaired by a Vice-chair, the Senior Athletes Representative, or the Senior Coaches Representative, whose respective powers, duties, jurisdiction and responsibilities are described in Section 606.7. Under each division Vice-chair there are officers, committees, coordinators and direct responsibilities as follows:

607.1.1-607.1.6 Operations Division - Operations/Development Vice-chair

Diversity
Equipment (Meet)
National Meet Development
Officials
Program Development
Safety
Site Selection
Technical Planning

In addition to the duties described in the Snake River Swimming By-Laws, Section 607.2 (see above), The Board of Directors shall consist of the following officers stated above for SRS, together with those additional members designated in Sections 605.2 and 605.3. The duties and powers are listed in section 605.6 in the SRS Bylaws.

The By-Laws and the SRS Policy & Procedures Manual grant the Safety Chair the authority / obligation to:

- A. Serve on the Program Development Committee
- B. As the chair of the Technical Planning Committee, assure that the committee assumes responsibility for long-range planning for the swimming programs conducted by SRS and for advice regarding the technical aspects of those programs and of the sport of swimming generally.
- C. Review meet formats for all sanction requests*
- D. Review any changes in meet formats after sanctioning*
- E.*Duties soon to be assumed by the Director of Competition

Technical Planning Committee - The members of the Technical Planning Committee shall be the Technical Planning Committee Chair, who shall serve as chair, an Athlete Member and at least six (6) additional members of whom at least fifty percent (50%) shall be Coach Members. The Athlete Member and the additional members shall be appointed by the General Chair with the advice and consent of the Board of Directors.

THE OFFICE OF THE TREASURER

The Treasurer is a member of the Board of Directors elected by the House of Delegates in an odd year for a two-year term beginning immediately of the year in which the election takes place. As long as the member is in good standing, he or she may serve in this capacity indefinitely. The duties and powers of the Treasurer are defined by the Snake River Swimming By-Laws:

The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

- 606.7.3 Treasurer: *The Treasurer shall be the principal receiving and disbursing officer of SRS. Except as otherwise directed by the Executive Board of Directors, the Treasurer shall receive all moneys, incomes, fees and other receipts of SRS and pay all bills, salaries, expenses and other disbursements approved by an authorized officer, committee chair, coordinator, the Executive Board of Directors or the House of Delegates, or required to be paid pursuant to these Bylaws. When authorized by the Executive Board of Directors, income and expenses may be received and paid by a division, officer, committee chair or coordinator, provided that the division, officer, committee or coordinator promptly submits to the Treasurer an itemized report, duly attested by the division, officer, committee chair or coordinator and either within the approved budget of such division, officer, committee or coordinator, or authorized by the Board of Directors or the House of Delegates. The Treasurer shall issue a monthly report listing the current budget variances by line item, all receipts, all expenditures and the current fund and account balances for the preceding month and for the fiscal year to date, together with such other items as the General Chair or the Board of Directors may direct. The Treasurer shall:*
- A. have charge of and supervision over and be responsible for the funds, moneys, securities and other financial instruments of SRS;*
 - B. cause the moneys, securities and other financial instruments of SRS to be deposited in the name and to the credit of SRS in such institutions as shall be designated by the Board of Directors or to be otherwise invested as the Finance Vice Chair, the Finance Committee or the Board of Directors may direct;*
 - C. cause to be appropriately segregated and accounted for any endowment funds, scholarship or award funds and any similar special purpose funds or accounts;*
 - D. cause the funds of SRS to be disbursed by checks or drafts, automated debits or wire transfers upon the authorized depositories of SRS, and obtain and preserve proper vouchers for all moneys disbursed;*
 - E. cause to be kept at SRS's permanent office correct books of account and other financial records of all its affairs and transactions and such duplicate books of account as the Board of Directors, or the Treasurer shall determine;*
 - F. upon request and at reasonable hours cause such books or duplicates thereof to be exhibited to any member of the Board of Directors and upon application and at reasonable hours cause the monthly financial reports and the annual audited financial statement to be exhibited to any member of SRS or USA Swimming;*
 - G. cause SRS to be in compliance with the requirements of Section 608;*
 - H. have the power to require from the officers, committee chairs, coordinators, staff or agents of SRS reports or statements giving such information as the Treasurer may determine to be appropriate or helpful with respect to any and all financial transactions of SRS;*
 - I. make the books and records available and otherwise fully cooperate with those conducting the annual audit of accounts of SRS and cause the preparation and timely filing of all required federal, state and local tax returns, and other financial and tax reports with the applicable government official, and forward a copy of the annual financial statement and audit report and any federal tax return to the Secretary for submission to the Board of Directors and USA Swimming national headquarters in accordance with these Bylaws and as otherwise directed by USA Swimming;*

- J. *have the power to appoint one or more assistant treasurers and delegate to them one or more of the Treasury functions, or parts thereof; and*
- K. *in general, perform all the other duties incident to the corporate treasury function.*

Board of Directors (21 members)

General Chair

Administrative Vice-chair	Treasurer
Senior Vice-chair	The Coach Representative
Age Group Vice-chair	The Athlete Representatives (4)
Sanctions Chair	Safety Chair
Awards Chair	Technical Planning Chair
Secretary	At-Large Board Members
Officials Chair	Records Chair
Diversity Chair	

See By-Laws Section 605.6 for duties and powers of the BOD

Executive Committee (9 members)

General Chair	Treasurer
Administrative Vice-chair	Secretary
Senior Vice-chair	Athlete Representatives (2)
Age Group Vice-chair	Coach Representative.

The General Chair is the presiding officer and must appoint one of the other members to serve as secretary during Executive Committee meetings. See By-Laws Section 605.7 for duties and powers of the Executive Committee.

Convention

There are 6 delegates with an automatic vote in the USA Swimming House of Delegates at the September Convention:

General Chair	Age Group Vice-chair
Administrative Vice-chair	Senior Coach Representative
Senior Vice-chair	Senior Athlete Representative

In addition to the duties described in the Snake River Swimming By-Laws, Section 606.7 and 607.1 (see above), the By-Laws and the SRS Policy & Procedures Manual grant the Treasurer the authority / obligation to

- A. The Treasurer, along with the Membership/Registration Coordinator, the Secretary, and the General Chair, shall be collectively responsible for seeing that all required reports and remittances are made to USA Swimming national headquarters.
- B. Sign checks, drafts or other orders for the payment or transfer of money.
- C. Serve as a member of the Budget Committee.
- D. The Treasurer will serve on the Travel Fund Committee
- E. Prepare, or cause to be prepared, the corporation's annual tax returns.

The Treasurer may not

- A. Hold the office of treasurer jointly with another member.
- B. Serve as a member of the Audit Committee
- C. Delegate duties to other members without the consent of the Board of Directors.

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THE OFFICE OF THE AGE GROUP VICE-CHAIR

The Age Group Vice-Chair is a member of the Board of Directors and the Executive Committee, elected by the House of Delegates in an odd year for a two-year term beginning Jan 1st of the year after which the election takes place. As long as the member is in good standing, he or she may serve in this capacity for two consecutive terms. The duties and powers of the Age Group Vice-Chair are defined by the Snake River Swimming By-Laws:

The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

- 606.7.1 Age Group Vice-chair: The Age Group Vice Chair shall chair and have general charge of the affairs and property of the Division that develops, coordinates and conducts the age group swimming program of SRS including meet management for all age group swimming meets hosted by SRS

Board of Directors (21 members)

General Chair

Administrative Vice-chair	Treasurer
Senior Vice-chair	The Coach Representative
Age Group Vice-chair	The Athlete Representatives (4)
Sanctions Chair	Safety Chair
Records Chair	Technical Planning Chair
Secretary	At-Large Board Members
Officials Chair	Diversity Chair
Awards Chair	

See By-Laws Section 605.6 for duties and powers of the BOD

Executive Committee (9 members)

General Chair	Secretary
Administrative Vice-chair	Treasurer
Senior Vice-chair	Athlete Representative (2)
Age Group Vice-chair	Senior Coach Representative.

The General Chair is the presiding officer and must appoint one of the other members to serve as secretary during Executive Committee meetings. See By-Laws Section 605.7 for duties and powers of the Executive Committee.

Convention

There are 6 delegates with an automatic vote in the USA Swimming House of Delegates at the September Convention:

General Chair	Age Group Vice-chair
Administrative Vice-chair	Senior Coach Representative
Senior Vice-chair	Senior Athlete Representative

The seven divisions of SRS shall each be chaired by a Vice-chair, the Senior Athletes Representative, or the Senior Coaches Representative, whose respective powers, duties, jurisdiction and responsibilities are described in Section 606.7. Under each division Vice-chair there are officers, committees, coordinators and direct responsibilities as follows:

607.1.2 Age Group Division - Age Group Vice-chair

Awards (Age Group)
Adapted Swimming
Age Group
Camps/Clinics
Meet Evaluation
Meet Management
Meet Sponsorship
Time Standards
Zone Team

In addition to the duties described in the Snake River Swimming By-Laws, Section 606.7 and 607.1 (see above), the By-Laws and the SRS Policy & Procedures Manual grant the Age Group Vice-Chair the authority / obligation to

- A. Serve on the Executive Committee, the Budget Committee, the Program Development Committee and the Zone Team Committee.
- B. Assume responsibility for the budgets for LSC-hosted Age Group meets
- C. Assist in selection of the Zone Head coach, the assistant coaching staff, and the selection of athletes and their events.

AT LARGE DELEGATES TO THE BOARD OF DIRECTORS

Two At-Large Delegates are members of the Board of Directors elected by the House of Delegates for a two-year term immediately after the May meeting of the year in which the election takes place. At-Large Board Members are elected in odd and even-numbered years in a manner that to the extent possible results in an equal number of positions being elected by the House of Delegates in each year. As long as the member is in good standing, he or she may serve in this capacity for two consecutive terms. The duties and powers of the At-Large Board members are defined by the Snake River Swimming By-Laws:

The duties and powers of the officers and other Board Members shall be to attend and participate in all meetings of the House of Delegates and the Board of Directors and as follows:

607.1C.2-607.2

At-Large Board Members - In addition to their inherent powers and duties as members of the Board of Directors, the At-Large Board Members shall have such powers and duties as may be delegated to them by the SRS Policies and Procedures Manual, the General Chair, the Board of Directors or the House of Delegates.

Board of Directors (21 members)

General Chair

Administrative Vice-chair	Treasurer
Senior Vice-chair	Coach Representative
Age Group Vice-chair	Athlete Representatives (4)
Records Chair	Safety Chair
Awards Chair	Technical Planning Chair
Secretary	At-Large Board Members
Officials Chair	Diversity Chair
Sanctions Chair	

See By-Laws Section 605.6 for duties and powers of the BOD

Executive Committee (9 members)

General Chair	Secretary
Administrative Vice-chair	Treasurer
Senior Vice-chair	Athlete Representatives (2)
Age Group Vice-chair	Coach Representative.

The General Chair is the presiding officer and must appoint one of the other members to serve as secretary during Executive Committee meetings. See By-Laws Section 605.7 for duties and powers of the Executive Committee

Convention

There are 6 delegates with an automatic vote in the USA Swimming House of Delegates at the September Convention:

General Chair

Age Group Vice-chair

Administrative Vice-chair

Senior Coach Representative

Senior Vice-chair

Senior Athlete Representative

The divisions of SRS shall each be chaired by a Vice-chair, the Senior Athletes Representative, or the Senior Coaches Representative, whose respective powers, duties, jurisdiction and responsibilities are described in Section 606.7. Under each division Vice-chair there are committees, and direct responsibilities.

605.2 AT-LARGE BOARD MEMBERS - The Board of Directors shall have up to (5) At-Large Board Members. The House of Delegates or the Board of Directors by resolution may reduce the number, but not increase it to more than five (5). Any reduction in the number of At-Large Board Members shall not take effect until the terms of office of the incumbents expire or become vacant.

At Large Board Members May include the following:

Officials Chair

Safety Chair

Sanctions Chair

Awards Chair

Records Chair

Camp Coordinator

Records Chair

Junior Athlete representative