

Captains Committee

Ann Arbor Ultimate

Purpose

Captains Committee members oversee all things related to captaining in Ann Arbor Ultimate. Members will be involved in recruitment, preparation, and communication with captains of our league teams. Members are also encouraged to think outside the box to implement new practices that align with the Mission & Vision of Ann Arbor Ultimate.

Key Responsibilities

- Select captains for each division (approx. 10 divisions per year over 5 seasons)
- Plan and run at least one captains meeting for each season (in-person or virtual)
- Prepare captains to lead their teams through training, feedback, and development opportunities
- Track and manage captain attendance, history, and effectiveness
- Review captain responses on game reports weekly
- Support captains during a season (e.g., offering advice and answering questions)
- Manage equipment for captains (e.g., cones, discs, etc.)
- Coordinate with treasurer for captain reimbursements after each season (including confirming captain eligibility for reimbursement, i.e., completed game reports and player surveys)

Length of Appointment

A Captains Committee member is expected to serve in the role for at least one year.

If a Captains Committee member wishes to step down, a one-season notification is requested (e.g., notifying during Summer and stepping down after Fall would allow the leadership to find a replacement in time for Late Fall). Acting Captains Committee members are encouraged to help find replacements to expedite the process and enable a smooth transition.

Time Commitment

As part of a team, a Captains Committee member is expected to coordinate all captains activities for each season (Winter, Spring, Summer, Fall, and Late Fall). During the launch of a league, you can expect to spend from 4-16 hours coordinating captain selection and planning a meeting (depending on season and number of divisions), in addition to another hour and a half to two hours running the meeting. When a league concludes, you can expect to spend ~2 hours soliciting game reports and player rating surveys and coordinating reimbursements.

Qualifications

- Commitment to Ann Arbor Ultimate as a welcoming space for players of all backgrounds and skill levels
- Open-minded, flexible, and curious about different perspectives
- Strong, consistent communication and time management skills
- Reliable, and able and willing to volunteer sufficient time to the role
- Comfort with public speaking
- Experience with teaching or training (or desire to gain these skills)
- Well-organized and able to maintain and work with data
- Has captained in Ann Arbor Ultimate at least twice in previous two years

A Captains Committee member should also be comfortable using email, Google Drive, and Slack.

Support

The Captains Committee should have at least three members at any one time (more are ok as well). The expectation is that all duties will be fulfilled, but not necessarily solely by Captains Committee members. Duties can be divided among Captains Committee members as the group sees fit, but ideally all members feel comfortable performing each duty. Help outside of the committee is also welcome. Other leadership positions can fill in as necessary.