
EXECUTIVE OFFICE

Chief Executive Officer – Terry Fisher

- Soccer Operations Committee conference call
- HR meetings with staff
- Budget Planning and review
- Meeting with Sounders Women regarding 2013 plans
- Recreational Cup Review
- Recreational Cup tournament
- Annual Player Fee Meeting planning
- Sponsorship meetings
- Varsity Communication meetings
- Technical Department meetings
- ODP Championships planning
- Member Services Meetings
- Meetings regarding District 6

TECHNICAL DEPARTMENT

Director of Youth Development – Darren Sawatzky

- Elite Player Development roster formation
- Elite Player Development training/competition schedule
- Technical meeting

Program & Event Manager – Kimberly Grant

- Preparation for US Soccer E/D License Workshop
- Region IV ODP Championships Preparation
- Regional Development Officer (RDO) continued development
- Continued development Coaching Education 2013

Competition Development Manager – Matt Moran

- Communicating to State Championships, Challenge Cup, Founders Cup, & Rec Cup teams
- Creating and distributing schedules
- Finalizing details for new sponsors

Competitive Programs & Business Practices Advisor – Todd Lincoln

- Regional Club DoC Face to Face meeting planning
- Regional Club RCS Face to Face meeting planning
- Regional Club league scheduling
- Regional Club league division playoff

Recreational & Select Programs Coordinator – Kim Calkins

- Sports Authority Recreational Cup
- *Soccer for Success* measurements & coaching
- Recreation Association outreach meetings and Select meetings
- Recreational planning for APFM
- Review of survey results & strategic planning with Rec Subcommittee

Apparel & Programs Specialist – Serwaah Fordjour

- Risk Management Auto Renewal and New Application Processing – Bonzi and Korrio

MEMBER SERVICES & OUTREACH DEPARTMENT

Organization and Member Services Director – Hillary Beehler

- No Report Submitted

Member Services & Outreach Coordinator – Heather Turney

- *Soccer for Success* Family Events
- Coaching Holiday Party
- End of Season Developments
- Partner Oversight
- Annual Player Fee Meeting Development
- Coaching Staff Oversight and Payroll
- Budget

Region 5 Director of Member Services – Ron Witherup

- Recreational Cup Semifinals and Finals at Starfire Sports
- Portland Metro League fall wrap-up: awards, finances
- Portland Metro League winter/spring registrations
- Merger Meetings

MARKETING & COMMUNICATIONS DEPARTMENT

Marketing & Events Manager – Kristen Phillips

- Updated Club/Association contact information in website directory
- Managed social media
- Annual Player Fee Meeting preparation
- Sports Authority Recreational Cup preparation
- Edited *Soccer for Success* newsletter
- *Soccer for Success* Family Engagement Events
- Edited Sports Authority Recreational Cup souvenir program
- Meeting with Varsity Communications
- Interviewed candidates for Webmaster/Graphic Design position

Webmaster/Graphic Designer – Jinger Hendricks

- Sports Authority Recreational Cup souvenir program layout/design, uploaded for print
- Trophy graphics, social media graphics and Rec Cup program sale sheet for Rec Cup
- Champ/challenge slide
- Website updates as needed
- Holiday cards
- Interviewed candidates for Webmaster/Graphic Design position