1. **Nominations / Vote – DMBA Executive Positions** 
   1. **President**
      * Preside at all meetings of the DMBA
      * Direct the operation of the DMBA
      * Be an ex-officio member of all committees.
      * Vote on matters only to break a tie.
   2. **Vice President x 2**
      * Be available to substitute for President when required.
      * Direct & assist with the duties to be performed by the Directors.
   3. **Secretary**
      * Notify all Executive members of the Executive meetings
      * Record & distribute all Executive meetings minutes
      * Prepare with the assistance of the President, an Agenda for each meeting
      * Keep custody of all DMBA documents & correspondence
      * Keep an up-to-date record of all By-laws & rules & policies as they are adopted & keep same on file
   4. **Treasurer**
      * Work with all DMBA members, provide budget updates and have signing authority on account
      * Collect & properly record all finances;
      * Pay all accounts upon Executive approval by cheques which are signed together with the Vice- President or as delegated by a resolution;
      * Be prepared to submit interim financial information as up-to-date as possible at each Executive & General Meeting;
      * Submit an annual financial statement at the Annual General Meeting;
   5. **Registrar**
      * Be responsible for registering all players, coaches, and managers of all teams in their sections and issuing and collecting all OBA Rosters for same.
   6. **Equipment Director**
      * Ensuring that all DMBA teams have the necessary equipment to safely & properly compete in their respective leagues;
      * Procuring the best possible value on equipment purchases;
      * Controlling equipment inventory losses.
   7. **Diamond Director/Convenor (possibly 2 positions)** 
      * Assist in diamond tasks and meetings with Norfolk County Staff
      * Keep diamond equipment and supplies stocked in sheds
      * Make sure equipment is in work condition and assist if any issues arise throughout the season.
      * Assist in training coaches/volunteers to line the diamond for games
   8. **Rep Convenor**
      * Oversee all aspects of the rep program including equal evaluations of teams
      * Responsibilities include recruiting coaching staff, assisting in scheduling, assisting in any organization events.
      * Rep Convenor is the first point of contact for coaches and parents should any issues arrive throughout the season.
      * Rep Convenor to assist in hosting Coaching orientation.
   9. **Canteen Director**
      * Coordinate and schedule volunteers for canteen (IE: assisting coaches get parent volunteers, etc.)
      * Purchase and stock Canteen throughout the season
   10. **Scheduling Director**
       * Work with the SCBA Convenors for REP teams & the House League Inter-Loc Scheduler to maintain an up to date schedule online.
       * To oversee access to the website & where coaches can amend or report information themselves.
       * Report any issues of chronic misuse or lack of use of the website by coaches to the Executive for action.
   11. **Umpire Director**
       * Coordinate & schedule qualified umpires to umpire REP & HL games.
       * Ensure all umpires employed by DMBA are aware of the most recent local rules, & OBA issued Blue Notes.
       * Issue payment, supplied by the Treasurer, for services rendered.
       * Report any issues, including forwarding of umpire reports to the SCBA Umpire-in-Chief.
       * If the Umpire-in-chief is not available, than the Umpire Coordinator will rule on any dispute, 7 their decision is final, unless appealed to SCBA.
   12. **House League Convenor**
       * Oversee all aspects of the house league program.
       * Responsibilities include recruiting coaching staff, assisting in scheduling, assisting in any organization events.
       * HL Convenor is the first point of contact for coaches and parents should any issues arrive throughout the season.
       * HL Convenor to assist in hosting Coaching orientation
   13. **Coaching Director**
       * Responsibilities include recruiting coaching staff, assisting in scheduling, assisting in any organization events.
       * Coaching Convenor is the first point of contact for HL Convenor & Rep Convenor should any issues arrive throughout the season.
       * Convenor to assist in hosting Coaching orientation
   14. **Advertising/Sponsorship**
       * Assist in coordinating of advertising for DMBA
       * Assist in coordinating and getting sponsorships for DBMA and teams.
   15. **Fundraising Coordinators**
       * Assist in DMBA fundraising as well as assist and attend Youth Sports Committee meetings/events.
   16. **SCBA Representative**
       * Attend SCBA meetings
       * Represent DMBAs best interests at meetings and in a vote
       * Report relevant meeting information back to the DMBA executives
   17. **Directors at Large (min4-max14)**
       * Help where needed throughout the season
       * Assisting in any organization events
       * Participate in any sub-committees