River Forest Park District

Men's Travel League Representative Description

The Men's Travel League Representative serves as a volunteer on the River Forest Park District Platform Tennis Program Committee a 2-year term, beginning on May 1st of even years. The role of the Men's Travel League Representative is to assist the Athletic Manager in promoting and managing the Men's Travel League.

Communication with the Athletic Manager is necessary for the program's success, and the Men's Travel League Representative shall include the Athletic Manager in any communication with the league representatives, league players and team captains.

The Men's Travel League Representative is responsible for:

1. Serve with the Athletic Manager as a liaison to APTA Chicago or other travel leagues. Review and confirm team placements in the Men's Travel League.
2. Make "Other Expense" (i.e. social & apparel) requests to be included in the budget by June 1.
3. Coordinate with team captains to determine the number of teams, the series level, and the players of each team for the new season by July 15.
4. Confirm with the Athletic Manager the league nights for home play by July 15. Men's Travel League has priority selection of 2 weekday nights (Tuesday-Thursday).
5. Communicate with team captains the league and schedule information. Team captains should contact the Athletic Manager directly for makeup games or facility requests.
6. Coordinate food and beverages for the Men's Travel League.
7. Provide feedback to the Athletic Manager on the league and ideas to improve the league.