

ARTICLE VII  
DUTIES OF THE STATE GOVERNING BODY

- A. State Chairman:
  - 1. The coordination and sanctioning of all VA/USA programs.
  - 2. The implementation of USA Wrestling policies within Virginia
  - 3. The responsibility of all VA/USA fiscal policies, reports and matters.
  - 4. The annual members meeting to set calendar and receive recommendations from clubs and members.
  - 5. The distribution and mailing of all necessary and informative materials to general club membership, tournament directors and Executive Board.
  
- B. Vice Chairman:
  - 1. Assisting the Chairman in all of the chairman's duties.
  - 2. Acting with full authority in place of the Chairman when necessary.
  - 3. Acting as main liaison between the regional representatives and the State Chairman.
  - 4. Oversee standing committees.
  
- C. Secretary:
  - 1. Keeping of minutes at annual organizational meeting.
  - 2. Mailing of minutes of annual organizational meeting to all member clubs, state council members and USA Wrestling state association director.
  - 3. Helping State Chairman in distribution of mass mailings
  
- D. Treasurer:
  - 1. Keeping all financial records, receipts and reports.
  - 2. Receiving and disbursing all moneys, dues and registration fees.
  - 3. Complying with all USA Wrestling national requirements governing financial affairs and reports.
  - 4. Reporting to all members of VA/USA Wrestling an annual financial report for the previous year.
  - 5. Tabulation and receipt of all moneys from state championship tournament.
  - 6. Payment of all expenditures of state association.
  
- E. Officials/Pairing Director:
  - 1. Promotion and recruiting of USA registered officials.
  - 2. Dissemination of pertinent information to all officials.
  - 3. Work with regional reps in building officials program.
  - 4. Assign officials for state tournaments.
  - 5. Develop and implement training sessions for pairing officials.
  - 6. Main liaison between VA/USA and national office regarding pairing.
  - 7. Serve as consultant to clubs regarding pairing systems and distribute information, charts, and necessary materials to tournament directors.
  
- F. State Kids Director:

1. On site co-coordinator of state kids tournament.
  2. Compilation of list of qualifiers to regional Kids tournaments. The list should include: Name, USA Card #, age and weight class.
  3. The distribution of regional Kids tournament information to all qualifiers and clubs.
  4. Forward all necessary information to regional tournament director.
  5. Represent the concerns of all activities serving Kids age groups.
- G. State Cadet Director:
1. On site co-coordinator of state cadet tournament.
  2. Compilation of list of qualifiers to regional Cadet tournaments. The list should include: Name, USA Card #, age and weight class.
  3. Distribute regional and national Cadet tournament information to all qualifiers and clubs.
  4. Forward all necessary information to regional tournament director.
  5. Promote ideas and programs for this age group.
  6. Facilitate the selection and organization of the state Cadet team and coaching staff for the national Cadet championships.
- H. State Junior Director:
1. On site co-coordinator of state Junior tournament.
  2. The distribution of results of tournament.
  3. Forwarding all necessary information to state chairman.
  4. Promote ideas and programs for this age group.
  5. Facilitating the selection, and organization of the state Junior team for the national Junior championships along with the state coaches.
- I. State Open Director:
1. Establish and coordinate an Open Virginia Championship tournament in the spring before the National Open Tournament.
  2. Distribute results of tournament to state chairman, clubs, media and USA Wrestler.
  3. Work with State Games Tournament Director.
  4. Representing the concerns of all activities serving this age group.
- J. National Teams Coordinator: (to be defined)
- K. Calendar of Events Director: (Scheduling Director)  
(to be defined)
- L. Fundraising Director: (to be defined)
- M. Constitution and By-laws Director: (to be defined)
- N. Cultural Exchange Director:
1. Acting as chief liaison between VA/USA and national office on matters pertaining to cultural exchanges.
  2. Coordinating all international exchange and host team programs with State Chairman.
  3. Promoting cultural exchanges within the state.
- O. Media Director: (to be defined)

