

Mattawan Little League Field Director Duties

Your basic responsibility is to open and/or close the MLL complex, and make sure that things run smoothly. You should arrive at least 1/2 hour before your scheduled time. With equipment checkout you have been given a key which opens up required doors. If there are any questions or concerns prior or while at the complex, contact or locate a director to assist you.

Weather Cancellations and Delays

Only the Field Director has the authority to cancel games for the complex. Use smart phone radar information to assist in decision making. Games should be cancelled upon the following events ½ hour prior or during the games:

1. Severe thunderstorm warning
2. Tornado watch
3. Tornado warning (mandatory cancellation)
4. Standing water on fields
5. Games are delayed 30 minutes upon a lighting strike. **Per Little League recommendations, players are to take shelter in a vehicle, not the dugout.** If a thunderstorm persists, games may be cancelled.

Open the Complex

- Friday Nights ONLY: All Herbie Curbies (trash containers) are to be returned to the fields from the parking lot. Line up the containers near the entrance and prompt parents and kids to bring them down.
- Open the equipment storage garages and bathrooms. (Main building and south building) Turn on the lights.
- Verify bases and equipment are available. If not, locate missing items if possible.
- Open the trophy case.
- Open bathrooms. Check supplies. Supplies are located in the main building equipment storage. (The key for paper towel is on wood key hanging over concession entrance door)
- In the main equipment garage, prepare the public address system. Ensure all numbered connectors are in their corresponding locations and power switches are in the on position. Have a microphone available for public address.
- Arrange for a player to recite the little league pledge at game start.
- Check in at the concession stand with the concession director of the day.

Start the Games

- Five minutes prior to the first game time of that day, announce for the teams to line up for the little league pledge and National Anthem.
- At game time introduce the player to recite the little league pledge.
 - I trust in God
 - I love my country
 - And will respect its laws
 - I will play fair
 - And strive to win
 - But win or lose
 - I will always do my best
- Following the pledge, on the public address system press the red play button for the National Anthem.
- The pledge reciting player is to announce "Play Ball!".

During the Games

- Patrol the complex with the courtesy cart.
 1. Assist in shuttling visitors from parking lot which required assistance.
 2. Pick up litter.
 3. Ensure MLL property is being respected.
- If a conflict occurs between or with any persons on the site, be prepared to address and call authorities as needed.
- Check the bathrooms for toilet paper, paper towel, and general cleanliness. You are not responsible for cleaning the bathrooms.
- If pitching machines are being used in the batting cages, adult supervision is MANDATORY.
- If an injury occurs, fill out an injury/accident report found in the concession stand, and return to the concession director for the day. Notify the parent that our Little League insurance is secondary to their primary insurance and that if they need to submit a claim they should contact the MLL Safety Director.
- If EMS is required at the complex, escort the first responders to the injured player's location.

Close the Complex – After the Games

- Thursday Nights Only: All Herbie Curbies (trash containers) to be placed in the north and south parking lots. When the games are close to ending, ask parents to help over the public address system.
- Home teams are responsible for post-game cleanup & raking. Remind managers to return all bases and equipment.
- Clean and re-stock the bathrooms in both the main and south buildings.
- Lock all bathrooms and equipment garages.
- Lock the trophy case.