

Brief functional descriptions of each box in organization chart

Board:

The Board is an elected body composed of 2 representatives from each of the three defined AGA regions, and one member elected at large. Its role is to define mission, broad policy, appoint officers, provide oversight of major operations, and to represent the interests of their electoral constituencies. To the extent that there is a legislative function, the Board provides it.

President:

The President Is the chief executive, and is responsible for managing the day to day business of the AGA. The President executes the policies, procedures and activities of the AGA as these are authorized or mandated by the Board, directs the Vice Presidents and other officers in the performance of their functions, and brings to the Board those issues that arise, for which Board action is necessary or desirable.

Administrative Assistant:

This is a paid part time position. The person provides basic office management services such as picking up the mail and redirecting it appropriately, maintains a library of common communications such as invitations, informative letters, etc, and prepares these as needed.

Secretary:

The secretary is responsible for those activities specified in the By-laws and Articles of Incorporation. In addition, the Secretary will take minutes of meetings and maintain and distribute copies as requested by the President and Board.

Treasurer:

The Treasurer is responsible for those activities specified in the By-laws and Articles of Incorporation. In addition, the Treasurer will assist in preparation of the annual budget, and provide financial information as requested by the Board and the President.

Budget:

This person, who may well be the Treasurer, is responsible for creating the annual budget, and others as requested, taking into account requests of the President, Treasurer and the Board.

Liaison positions:

The Ing Grant Liaison maintains consistent, constructive contact with the management of the Ing Foundation, and keeps the President and the Board informed of any pertinent issues and presents AGA policy to them as directed. As some Ing funds are distributed regionally, the liaison person should work with a regionally diverse group to keep the regions aware of significant issues regarding this grant.

The Vendor Liaison maintains consistent, constructive contact with vendors; recommends policy aimed at regularizing relationships with vendors; and reports pertinent issues to the President and the Board and presents AGA policy to vendors as directed.

The Professional Players Liaison maintains consistent, constructive contact with the Professional American Go Association (PAGA) and its members; actively works to integrate AGA and PAGA activities in constructive ways; recommends policies aimed at regularizing relations; reports pertinent issues to the President and the Board, and presents AGA policy as directed.

The Go Server Liaison maintains consistent, constructive contact with Go Server operators; encourages them to provide an appropriate presence for the AGA on their site; evaluates proposals they may have, recommends policy regarding them, reports issues to the President and the Board; and presents AGA policy as directed.

The IGF Liaison maintains consistent, constructive contact with the International Go Federation; and represents the AGA in that body.

The Foreign Association Liaison maintains consistent, constructive contact with foreign Go Associations; recommends policy regarding our relationships with them; reports pertinent issues to the President and the Board, and presents AGA policy as directed.

VP – Strategic Initiatives

Coordinates strategic development planning processes (Policy & Governance, Legal and Regulatory Compliance, Human Resources, and Budget, and Special Projects) and provides and maintains documentation of policy and governance decisions made by the Board and President.

Strategy and Mission:

Likely to be chaired by a board member, this is a committee with politically and regionally diverse membership. Its function is to formulate and present the Board with well formed strategic plans, concepts and alternatives. These plans may be initiated by the committee or be responsive to a request of the Board.

Policies and Governance:

Likely to be chaired by a Board member, this is a committee with politically diverse membership. Its primary function is to formulate policy, and develop proposed changes to the by-laws. However these must be presented to, and passed by the Board to take effect (policies) or to be presented to the membership for approval (Bylaws or Articles of Incorporation). The committee will also provide an interpretation of current policy, Articles of Incorporation, and Bylaws to the Board as requested. To the extent that we have a judicial branch, this committee is it. (At the moment, I don't think we have enough questions to bring to such a group to justify setting up what would amount to a separate branch. But if the volume rises, this function should be separated quickly.)

Local Community Outreach:

Provides local groups and chapters with information and referral and other support to help them acquire resources needed to enhance their programs. The emphasis is on acquiring non AGA/AGF resources such as local sponsorship, education grants, facilities, etc. Schools, and other community based groups which might not be able to become chapters immediately are a specific target population for these services.

Education:

Creates educational material aimed at various constituencies, such as elementary, middle, and high schools, and adult programs. Will focus on materials that can be effectively used by people with minimal ability at Go. Works with education coordinator to identify and meet needs. Coordinates producers of material aimed at the different target populations.

Each coordinator will develop curricula and program support systems that will enable teachers or other interested adults with minimal skill at Go to lead and teach Go to the specified target population. They will also work with the Education coordinator (who distributes these materials to the teachers) to evaluate feedback about the programs and revise as indicated by experience.

Currently identified populations are
Elementary grades (1-6)
Middle grades (7-9)
High School (10-12)
Adult

Legal and Compliance:

This person is available to the Board and Officers to provide advice regarding any legal or compliance issues that may arise.

Special Projects:

Evaluates proposals for new projects and programs. Presents these for consideration by the Board or the President as appropriate. Identifies and recruits/requisitions resources as needed. May lead such a project, but primary role is to evaluate, present, and budget for both human and other resources.

VP Services

Coordinates activities of people providing direct services to members and chapters. Typically these people will focus on various identifiable constituencies such as, Strong Players, Beginning Players, Youth, and Chapters. May provide one of these service functions.

Chapter services:

Provides services to chapters. May lead a group of regional chapter service providers. Evaluates existing service programs, assesses needs, and develops new Chapter service programs. Provides chapters with assistance in seeking AGF grants, or other assistance to obtain equipment or other resources.

Member Services:

Provides specific services to identified constituencies within the AGA. Evaluates existing services, and develops additional services as warranted. Typically, this will be a group composed of at least one member for each constituency. (New Members, Strong Players, Beginners, Youth, All Others?)

New member services:

Coordinates services directed toward new members. These will be aimed at informing the new member of opportunities, and benefits of membership, encouraging participation, and promoting retention. May lead a group of regional service providers. Evaluates existing, and develops new programs.

Strong player services:

Coordinates services of interest to strong amateur players (5 Dan and up). The coordinator will act as a representative of this group in policy discussions regarding strong player issues, and will evaluate needs and develop programs to meet the needs of this group.

Youth services:

Coordinates services directed toward youth. This will include supervising and advising those who organize special events for youth, such as the Go Camp, Redmond Cup, Etc. Evaluates existing services and develops new programs.

Beginning players services:

Coordinates services directed toward beginning players. Coordinates with New member services to avoid duplication of services. Develops programs to help the beginning player find resources, feel welcome, Etc. Evaluates existing programs, develops new programs as needed.

Regular member services: (Do we need this?)

Coordinates services directed to all those members who don't fit in one of the categories listed above. Evaluates existing services and develops new programs.

Education Coordinator:

Provides appropriate education materials to those seeking them. Provides I&R for other services. Gets feedback about the material, and works with curriculum developers to improve the products.

VP Publication/Communication:

Supervises all public communications. May be lead coordinator of one publication.

American Go Journal

Publish the paper Journal.

E-Journal:

Publish the E-Journal

Books:

Publish books, articles, brochures, information packages, etc. as approved by the Board or President.

Webmaster:

Designs website, manages the technical services provider, ensures accuracy of data presented, and continues to obtain and post more relevant content.

Public Relations:

Develop and regularly update utility press kits and model press releases to be made available to chapters and others as appropriate. Maintain a library of public press articles related to Go. Find ways to get the press more interested in covering Go. Responds to all media requests for information or contact.

Marketing:

Works to make people more aware of Go, and promotes AGA membership. Continually informs members of the services the AGA offers. Works closely with HR/recruiting, Education and Local Community Outreach Coordinators to help those functions become more effective marketing tools.

VP Operations

Coordinates services needed for internal operation of the AGA. (Technical & Information services, Ratings, Ranking, Tournament regulation, Special Awards, Major Event Liaison.) May perform one of these functions.

Technical/Information services:

Continually evaluates our use of computer and related technology. Designs data storage architecture, and coordinates activities of those who maintain the data system. Provides oversight for technical aspects of web site maintenance and design. Proposes and develops programs to take advantage of new technology.

HR & Recruiting:

Constantly on the prowl to recruit new workers. Actively seeks people for specific needs as these arise. Formulates job descriptions, evaluates performance as related to the job description, recommends revisions of job descriptions as needed, assists volunteers in changing jobs as desirable for either training or personal preferences of the individual.

Ratings and Statistics Coordinator:

Maintains rating data, and reports as needed. Leads an evaluation committee which continually evaluates rating system and revises as required to meet established goals. Responds to member inquiries regarding the system. Provides continuing documentation of any changes in the system.

Ranking Coordinator:

Establish criteria for providing rank certificates. Provides rank certificates in a manner consistent with established criteria. (These have not yet been developed, so the work of this group is developmental at this point.) Works closely with Rating coordinator to maintain proper relation between ratings and rank certificates.

Tournament Coordinator:

Creates and maintains the Tournament Guide. (AGA Tournament Rules and Regulations.) Coordinates selection of US representatives to compete in foreign events. Creates and maintains criteria for selection of players for invitational events. Compiles lists of potential invitees for various invitational events.

Awards Presentations:

Likely to be chaired by a Board member, this is a committee with politically diverse membership. Its function is to enhance the public relations and marketing value of the special awards, define the criteria on which nominees will be evaluated, seek nominations for special awards and prizes, evaluate nominations, and select the honorees.