

# LFA Field Scheduler(s)



- Work with Lower Mainland Softball, NL Softball, Abbotsford, and Chilliwack to collect team numbers and then create season schedule.
- Allocate parks based on age group and size.
- Book practice fields.
- Liaison with the Township of Langley to make sure everything is booked for teams.
- Ensure the Township deadlines for field bookings are met.
- Manage cancellations and communicate those with the TOL.
- 1 – 2 hours a month in the off-season. 4-5 hours a week for March/April while schedules are being created. 1 – 2 hours a week during the season.