

NCSG Staff Responsibilities

Brad Allen (President and Executive Director)

- Develop & Maintain Agency Relationships
- Assist with State Finals Coordination
- National Games
- Financial Management
- Executive Personnel Management
- NCSG Public Relations
- Corporate and Individual Fundraising
- Games Allowance Program
- Board of Directors Management
- Legislative Advocacy
- Other Duties As Assigned

Hugh Autry (Computer Systems and Sports Coordinator)

- State Finals Sports Coordination
- Website Management
- State Finals Facilities/Equipment Mgmt.
- Computers/Database Mgmt-
- State Finals Forms/Reports/Data Mgmt./Request Forms/Diagrams
- Results & Records
- National Games Data Management
- Rules Book & SP Manual
- Sports Management Clinic(s)
- Email: names & address to mailhouse, data to printers, documents as needed
- Other Duties As Assigned

Lynn Harrell (Associate Director)

- State Finals Coordination
- State Finals Volunteer Management
- Local Games Program
- Assist w/NCSG Public Relations
- Program Development/Enhancement
- Staff Development and Management
- Management of Part-Timers/Interns
- Individual Contributions and Silver Legacies
- Other Duties As Assigned

Sandra Manning (Administrative Coordinator)

- Financial Management
- Assist w/State Finals
- Office Management
- Assist w/Local Games program
- Contributions Management
- Assist with SF Volunteer Program
- SilverStriders Coordination
- Workshop/Clinic/Mtg registration
- Assist w/Games Allowance Program
- Assist w/ Sanctioning
- Other Duties As Assigned

Margot Raynor (Special Projects Consultant)

- Assist w/Marketing for NCSG
- Local Games Program
- Sanctioning
- Ambassadors Program
- Assist w/State Finals Committees
- SilverArts Program
- Assist w/SF Volunteer Management
- Assist w/ Fundraising
- Marketing and PR for Local Games (Info Flier, tv/radio spots, etc.)
- Other Duties As Assigned