

NIRSA Flag Football Editorial Board

Membership Qualifications, Responsibilities, & Term Lengths

I. Member Qualifications & Responsibilities

a. Chair

i. Required Qualifications

1. Current NIRSA Member; must maintain NIRSA membership for duration of term.
2. Experience as a member of the Editorial Board.
3. At least 4 years of professional collegiate recreation experience.
4. Collegiate recreation experience in Intramural or Sport Clubs programming, with involvement in the sport of flag football through officiating or administration.
5. Involvement in the sport of flag football and/or understanding of the NIRSA Flag & Touch Football Rules Book & Officials' Manual.
6. NIRSA committee experience.
7. Strong interpersonal, oral and written communication skills.

ii. Preferred Qualifications

1. Experience directly supervising full-time professionals.
2. Experience serving in a NIRSA leadership role (Chair, Vice Chair, State Leader, etc.).
3. Experience as a sports official.

iii. Expectations of the Chair

1. Ability and willingness to present at NIRSA Annual Conference during years in which a new rulebook is published.
2. Serve as a non-voting member of the Rules and Officials' Manual Committees.
3. Serve as Chair of the Nomination Committee.
4. Populate committees and inform board members of their role(s).
5. Schedule, organize, facilitate full board meetings, teleconferences, and discussions.
6. Collaborate with NIRSA National Headquarters Staff (HQ) and Human Kinetics (HK).
7. Lead efforts for presentation(s) at the NIRSA Annual Conference.
8. Maintain all board files, documents, etc.
9. Participate in institutional, state, regional, and national opportunities to support and advance the sport of flag football.
10. Manage and facilitate suggested changes to the board's operational handbook.

b. Rules Editor and Officials' Manual Editor

i. Required Qualifications

1. Current NIRSA Member; must maintain NIRSA membership for duration of term.
2. At least 4 years of professional collegiate recreation experience.
3. Collegiate recreation experience in Intramural or Sport Clubs programming, with involvement in the sport of flag football through officiating or administration.
4. Involvement in the sport of flag football and/or understanding of the NIRSA Flag & Touch Football Rules Book & Officials' Manual.
5. Extensive knowledge of NIRSA flag football rules and mechanics.
6. Extensive knowledge of NFHS football rules and mechanics.
7. Experience serving on Officials' Committees at NIRSA National and/or Regional Flag Football tournaments.
8. Strong interpersonal, oral and written communication skills.

ii. Preferred Qualifications

1. Experience as a member of the Editorial Board.
 2. Experience officiating tackle football using NFHS, NCAA or NFL rules.
 3. Experience serving on NIRSA committees.
- iii. Expectations of an Editor
1. Ability and willingness to serve on staff at NIRSA National Flag Football Championships for the duration of appointment.
 - a. Create and distribute innovative officials' training content.
 - b. Work with Director of Officials to assign clinicians to assist with the clinic.
 - c. Assist Director of Officials with resolving all rules protests.
 - d. Develop training content to be used throughout the tournament.
 - e. Serve as an evaluator, as needed.
 - f. Other duties as assigned by Director of Officials or Tournament Director.
 2. Ability and willingness to present at NIRSA Annual Conference during years in which a new rulebook is published.
 3. Chair of Rules or Officials' Manual Committee (as defined by position) and non-voting member of the other standing committee.
 4. May serve on Nominations Committee, as determined by transition cycle.
 5. Schedule, organize, facilitate work of Rules or Mechanics Committee (as defined by position), including voting process.
 6. Participate in all board business, including but to: conference calls, email correspondence, in-person meetings, voting, etc.
 7. Participate in institutional, state, regional, and national opportunities to support and advance the sport of flag football.
- c. Professional Members
- i. Required Qualifications
 1. Current NIRSA Member; must maintain NIRSA membership for duration of term.
 2. Collegiate recreation experience in Intramural or Sport Clubs programming, with involvement in the sport of flag football through officiating or administration.
 3. Involvement in the sport of flag football and/or understanding of the NIRSA Flag & Touch Football Rules Book & Officials' Manual.
 - ii. Preferred Qualifications
 1. Experience serving on NIRSA committees.
 2. Extensive knowledge of NIRSA flag football rules and mechanics.
 3. Extensive knowledge of NFHS football rules and mechanics.
 - iii. Expectations of Professional Members
 1. Participate as a member of either Rules or Officials' Manual Committee.
 2. Participate as a member of other committees, as needed.
 3. Participate in all board business, including but to: conference calls, email correspondence, in-person meetings, voting, etc.
 4. Participate in institutional, state, regional, and national opportunities to support and advance the sport of flag football.
- d. Student Member(s)
- i. Required Qualifications
 1. Current NIRSA Member; must maintain NIRSA membership for duration of term.

2. Current graduate or undergraduate student with at least 12 months of student status remaining from the start of their term.
 3. Employment experience within an intramural or competitive sports department.
 4. Involvement in the sport of flag football and/or understanding of the NIRSA Flag & Touch Football Rules Book & Officials' Manual.
- ii. Preferred Qualifications
 1. Interested in pursuing a career within NIRSA.
 2. All-American flag football officiating honors.
 - iii. Expectations of Student Member
 1. Participate as a member of either Rules or Officials' Manual Committee.
 2. Participate as a member of other committees, as needed.
 3. Participate in all board business, including but to: conference calls, email correspondence, in-person meetings, voting, etc.
 4. Participate in institutional, state, regional, and national opportunities to support and advance the sport of flag football.
- e. At-Large
- i. The At-Large position is optional. If there is determined to be no qualified At-Large candidate, the position may be left unfilled. If the position is not filled by an At-Large candidate, an additional Professional or Student candidate may fill the vacancy.
 - ii. Required Qualifications
 1. Involvement in the sport of flag football and/or understanding of the NIRSA Flag & Touch Football Rules Book & Officials' Manual.
 2. Not currently employed within collegiate recreation.
 - iii. Preferred Qualifications
 1. Experience coaching flag football or managing a flag football league.
 2. Current or previous officiating experience in any sport.
 - iv. Expectations of At-Large Member
 1. Participate as a member of either Rules or Officials' Manual Committee.
 2. Participate as a member of other committees, as needed .
 3. Participate in all board business, including but to: conference calls, email correspondence, in-person meetings, voting, etc.
 4. Participate in institutional, state, regional, and national opportunities to support and advance the sport of flag football.
- II. Editorial Board Position Terms
- a. Term Length – All terms are either one (1) or two (2) cycles:
 - i. Chair – 2 cycles
 - ii. Editor – 2 cycles
 - iii. Professional – 2 cycles
 - iv. Student – 1 cycle
 - v. At-Large – 1 cycle
 - vi. NIRSA Championship Series Flag Football Chair – appointed to Editorial Board while serving in that position (June 1 – May 30)
 - b. Schedule of Cycles
 - i. May 1 – April 30
 - ii. Two years or 24 months

- iii. This timeline shall be the length of one cycle.
- iv. Applications remain on-file for the length of the term and may be reconsidered if a position becomes vacant.
- c. Term Limits
 - i. There are no limits to the amount of terms a member can serve on the Editorial Board.
 - ii. Current members are eligible to apply or reapply for any position within the Editorial Board for which they qualify.
 - iii. If a current Editorial Board member is appointed to a position for the next cycle, the member shall complete the term of the first position and cycle. The transition into the subsequent position begins with the start of the next cycle. The vacated position may be filled during the same application and selection cycle, as determined appropriate by the Nominations Committee.
- d. Replacement of Members
 - i. If an Editorial Board Member leaves prior to the expiration of their term, the Nominations Committee determines if the vacancy is to be filled or should remain open.
 - ii. If the vacancy is to be filled, the Nominations Committee recommends a replacement to the Editorial Board for vote and confirmation. The newly appointed member serves the remainder of the vacated term.
- III. Editorial Board Composition
 - a. Creating a diverse and inclusive board is an important factor when filling positions.
 - b. When evaluating applicants for the Editorial Board, each applicant must first meet the Required Qualifications and commit to fulfill the expectations for the position(s) for which they are applying.
 - c. Additionally, the following factors may be considered when all else is equivalent:
 - i. Primary
 - 1. Preferred qualifications for each position
 - ii. Secondary
 - 1. Institution (i.e., no two members from the same institution, when possible).
 - 2. Personal demographics of gender, race, or ethnicity, as provided by the applicant in their NIRSA membership profile.
 - 3. Broad composition of years of experience and service to the NIRSA.
 - iii. Tertiary
 - 1. Regional representation