



PIONEER VALLEY INTERSCHOLASTIC ATHLETIC CONFERENCE
Western Massachusetts

PVIAC WAIVER COORDINATOR

JOB DESCRIPTION

Coordinate the following waiver requests for the MIAA District F Athletic Committee:

- Rule #55 Membership in School
- Rule #57 Transfer Student
- Rule #59 Time allowed for participation
- Rule #60 Age limit
- Rule #96 Bona Fide team rule
- Co-op Team Requests
- Middle School Waivers

DUTIES AND RESPONSIBILITIES

- Review all waiver requests
 - Incomplete request, contact the petitioning school
- Take minutes of MIAA District F Committee meetings
- Maintain records
- Notify PVIAC Administrative Assistant of dates and times of meetings (posted on PVIAC web site)
- Send written confirmation of committee's decision to the petitioning school
 - Notify the MIAA of the committee's decision
 - Notify the PVIAC Executive Secretary of committee's decision on co-op and middle school request
- Act as liaison between the PVIAC and MIAA District F Athletic Committee