

President

The President is responsible for:

- Representing FISTF at all levels of the sports table football community
- Representing FISTF in dealings with outside organisations and sponsors/supporters.
- Representing FISTF in dealings with media.
- Ensuring FISTF adheres to its constitution and rules.
- Ensuring regular board meetings are organised
- Preparing an agenda in consultation with the General Secretary ensuring sufficient information is available to Board members
- Determining that a quorum is present in order to start a meeting;
- Ensuring all BoD members have the opportunity to speak, addressing the meeting through the Chair
- Maintaining a neutral position during discussion and decision making including forming decisions or motions and asking the meeting to vote on them
- Preserving order throughout the meeting and keeping discussion and decision making relevant and within time
- Suggesting appropriate procedures to deal with any difficulties in getting through agenda items if necessary
- Signing minutes of the previous meeting after they have been confirmed as a true record
- FISTF Handbook management, update and release.

General Secretary

The General Secretary is responsible for:

- Ensuring all correspondence and official records of the Federation (other than financial records) are up to date, accurate and in order and available to be looked at by those authorised to do so
- Receiving and acknowledging correspondence, and working with the President, relevant directors and the Board as a whole to ensure proper responses are provided.
- Assisting the President to organise Board meetings
- Ensuring that meeting papers (agenda, correspondence and previous minutes) have been distributed
- Ensuring the minutes of the meeting are taken, either by themselves or delegated to a minute taker
- Working with the President to ensure the meeting runs smoothly
- Working with the President and the BoD to ensure all relevant correspondence is distributed to member associations and that they are kept informed of all decisions of the BoD.
- Knowing the rules of the organisation and taking responsibility for all the legal requirements of incorporation.
- Ensuring all paperwork and forms of the Federation are properly structured and available to all members. Also to work on suitable solutions for the submission of relevant forms.
- Ensure proper organisation of annual meetings, and suitable technological solutions for members to access.
- Work with the President and other board members for any reviews of Statutes and Handbook.
- Responsible for management and update of FISTF Statutes.

The Treasurer

The Treasurer is responsible for:

- Overseeing the financial affairs of FISTF
- Presenting financial information to the BoD meetings for approval
- Keeping the Board informed and up to date about the finances in a manner that Board members can understand
- Ensuring an annual budget is prepared and expenditure against the budget is reviewed regularly
- Ensuring the financial records are current and in order, according to the requirements of the registration of FISTF.
- Ensuring the organisation has the necessary financial and investment advice to make sound decisions
- Organising and presenting the annual balance sheet and accounts to members of FISTF at the Annual General Meeting (AGM) and Congress, when appropriate.

Media Director

The Communications Director, working closely with the President and the rest of the Board of Directors is responsible for:

- Assisting with media and news items on the FISTF website, FB, Instagram and Twitter accounts.
- The communication objectives will initially be focused on building understanding and support for FISTF, its member associations and Sports Table Football globally, as well as influencing positive opinion and behaviour from all stakeholders.
- A key role will be to monitor the publicity that is generated on behalf of FISTF, as well as liaising on a regular basis with the BoD to update social media.
- Prepare written materials for public awareness campaigns. Maintain a range of publications and social media forums to meet communications goals.
- Identify communication strategies and appropriate communication channels
- Prepare materials, including brochures, posters, media releases, newsletters, promotional products, banners and internet text, in cooperation with others from around the world.
- Assist in the development and implementation of communications strategies for key issues that can affect FISTF's image.
- Maintain and develop links with national association webmasters, as well as international media outlets to facilitate good communication and ensure fair and accurate coverage of FISTF and the wider Sports Table Football community.
- Respond to media enquiries.

Sports Director

The Sports Director is responsible for:

- Managing the Sports Department, involving management of all sports activities; and management and administration of the sports regulations.
- As a FISTF representative, and a member of the Board of Directors, the Sports Director has the authority and the responsibility for the following matters;

- Organization and administration of the FISTF members (Member Nations) and registered players, referees, clubs and supporters;
- Organization and administration of international table football competitions, including the Calendar.
- Implementing rules of the game and rules of competitions;
- Development of table football to increase the number of members and registered players, referees, clubs and supporters, and to develop recognition of table football as a sport;
- Development and support of players' abilities through meetings and specialist high level training camps for players and referees;
- Ensure sports material is available and distributed in cooperation with the Marketing and Communications Departments to promote a positive image of table football.
- The Sports Director has the authority to create his/her own special commission to assist with the implementation of sports playing rules, as well as the sports management handbook.

Specific duties for the SD include:

- Liaison with Local Organising Committees regarding FISTF events supervision.
- Preparation and supervision of FISTF Special Events (World Cup, CL/EL).
- Appointment of head referees for Majors/GPs.
- Managing incoming and outgoing information regarding all FISTF events.
- Liaison with Competition Managers for submission of event files.
- Management of FISTF Sports Rules development, explanation and implementation.
- Sports Rules clarification and modernization.
- FISTF Equipment and Homologation management, processing and acceptance

Director Marketing

- To assist with help and ideas of promotion and if possible the future marketing of our sport.
- To assist with the future development of new ways to bring the community together through new tournament structuring and ideas aimed at giving the paying players value for money.
- Marketing the game globally with a strategic approach that is used by all Federations to encourage growth and highlight the good of the game.
- Encourage the distribution and make our product available in stores or in a new specific online store.
- Listening to what the current players really want to see happen and implement where possible.
- Work with heads of Sport and Finance, to discuss topics such as budgets and contracts for any marketing plans.
- Plan advertising and promotional campaigns in radio, television, print, online media.
- Evaluate the look and feel of websites and other social media used in campaigns.
- Make best use of talented individuals within the STF community for provision of graphics, designs etc for posters and web banners.
- Initiate better understanding of needs of playing community.
- Director must be able to communicate effectively with other members of the Board, and be able to communicate persuasively to the public.

Vice-President, Global Development

- This role involves growing table football participation through highly engaging and fun entry level events.
- Will also be activating strategies to increase participation among traditional football groups, such as junior and senior football clubs, as well as a supporters clubs for males and females.
- Actively work with national associations in identifying opportunities (football expos, film festivals, etc) in each region, and utilising clubs and national associations to deliver pre-prepared solutions.
- Facilitating coaching programs for youth, using top ranked players, working with Marketing and Finance department to create budgets for travel.
- Working with Marketing, Sport and Finance for the provision of basic starter teams for use by new players of all ages.

Vice President, Europe

- Responsible for representing the interests of the associations in the European region.
- Responsible for liaising between FISTF and the European associations.
- For developing a coordinated sporting calendar across all nations
- Remain consistent in their objectives with the overall objectives of FISTF.
- Work with the Sports, Marketing and Communications Directors to provide adequate feedback on regional concerns.

Vice President, Asia

- Responsible for representing the interests of the associations in the Asian region.
- Responsible for liaising between FISTF and the Asian associations.
- For developing a coordinated sporting calendar across all nations
- Remain consistent in their objectives with the overall objectives of FISTF.
- Work with the Sports, Marketing and Communications Directors to provide adequate feedback on regional concerns.
- Lead and support the promotion of the Sport in the Asian region, not only as a representative of the association of their own country, but also as representative of FISTF.

Vice President, Nth America

- Responsible for representing the interests of the associations in the North American region.
- Responsible for liaising between FISTF and the North American associations.
- For developing a coordinated sporting calendar across all nations
- Remain consistent in their objectives with the overall objectives of FISTF.
- Work with the Sports, Marketing and Communications Directors to provide adequate feedback on regional concerns.

Vice President, Sth America

- Responsible for representing the interests of the associations in the South American region.
- Responsible for liaising between FISTF and the South American associations.
- For developing a coordinated sporting calendar across all nations
- Remain consistent in their objectives with the overall objectives of FISTF.

- Work with the Sports, Marketing and Communications Directors to provide adequate feedback on regional concerns.

Vice President, Africa

- Responsible for representing the interests of the associations in the African region.
- Responsible for liaising between FISTF and the African associations.
- For developing a coordinated sporting calendar across all nations
- Remain consistent in their objectives with the overall objectives of FISTF.
- Work with the Sports, Marketing and Communications Directors to provide adequate feedback on regional concerns.

Vice-President, Disability Sport

- Responsible for representing the interests of the players with a Disability to play Sports Table Football
- Responsible for liaising between FISTF and associations with players with a disability.
- For developing specific rules and regulations to cover all players with a disability
- Remain consistent in their objectives with the overall objectives of FISTF.
- Work with the Sports, Marketing and Communications Directors to provide adequate feedback on concerns of players with a Disability