

Technical President

In charge of making sure the team runs smoothly; management at the highest level

Responsibilities:

- Facilitate team discussions/AAR
- Mediate disagreements within the team leads
- Order resources using the team card
- Maintain purchase list
- Ensure shop is clean and safe
- Delegate miscellaneous responsibilities (ordering lunch, etc.)
- Facilitate team leads meeting and general communication
- Staying in contact with the mentors

Not responsible for:

- Personally manufacturing the robot
- Unilaterally overriding team decisions

Business President

In charge of business team; works w/ tech president + leads to ensure team runs smoothly

Responsibilities:

- Organize finances; including fundraising, financial management/allocation
- Delegate business responsibilities w/in the business team
- Facilitate outreach events/ general team events
- Manage sponsor, parent, and community relations
- In charge of general management of team social medias (Delegate across the subteam)
 - Appoint Social Media positions (Documentation)
 - Student(s) on Mechanical and Business who take pictures and share with the Business team - Documents the build season and progress for social media and the team for future years

Not responsible for:

- Writing all grants
- Unilaterally overriding team decisions

Design Lead

In charge of overseeing the design and manufacturing of the robot, in collaboration with the other leads.

Responsibilities:

- Delegate manufacturing responsibilities and follow up on completion (with Mechanical Lead)
- Facilitate development of component teams with the technical president and Mechanical Lead
- Facilitate design discussions (especially during kickoff)
- Create and oversee CAD model
- Update designs based on challenges team runs into
- Be clear and make sure the team knows about all changes and their purpose
- When designing robot, get input from rest of leads

Not responsible for:

- Construction of the robot by themselves
- Personally chasing members down and giving them work

Mechanical Lead

In charge of managing the production of robot; ensure the robot is functioning properly

Responsibilities:

- Delegate manufacturing responsibilities and follow up on completion (with Design Lead)
- Facilitate development of component teams with the technical president and Design Lead
- Develop a schedule of production that is informed by the robot's design (with Project Manager)
- Oversee Mechanical training for new members with the help of other leads
- Facilitate the production of robot mechanisms and ensuring that each of them are going well
- Facilitate discussions on whether scope needs to be cut, and what components will be cut
- Facilitate discussions to identify the cause of setbacks and the solutions to those problems

Not responsible for:

- Facilitating the AAR
- Personally deciding what cutbacks will be made in the event of delayed progress
- Building the robot

Programming Lead

In charge of making sure the robot code is completed and functional

Responsibilities:

- Delegate programming tasks to other members
- Facilitate the teaching of younger members on how to write robot code
- Facilitate Robot code testing

Not responsible for:

- Writing the entire robot code themselves

Strategy Lead

In charge of the development of team strategy for each specific year

Responsibilities:

- Facilitate strategy discussions during the early stages of kickoff
- Work with Technical president to hold drive-team tryouts
- Work with drive-team to develop standard match plays
- Work with programming lead to develop appropriate autonomous robot code
- Facilitate scouting during competitions and interpreting scouting data
- Announce alliance decisions on the field during competitions
- Being in the stands during competitions (management of scouting at competitions)

Not responsible for:

- Deciding team strategy unilaterally
- Scouting every match

Electrical Lead

In charge of the electrical components of the robot

Responsibilities:

- Learn basic electrical knowledge (how to set up an electrical board)
- Facilitate the growth of electrical knowledge for the purpose of year-to-year sustainability
- Work with the mechanical lead and tech president to develop an electrical board placement early on in the design process
- Ensure all electrical components are secure, functional, and easy to access
- Troubleshooting electrical issues at competitions
- Teach and share electrical knowledge to the other members (everyone should have general knowledge - facilitate training)

Not responsible for:

- Constructing the entire electrical board by themselves

Shop Lead

In charge of the shop and ensures that it is a clean, safe, tidy, and environment with adequate materials and tools

Responsibilities:

- Ensure the shop is in order
- Knowing the location of most tools, parts, stock
- Keeping track of stock and knowing when to order items (Tell President)
- Keep things organized

Not responsible for:

- Cleaning the shop every night
- Knowing the exact location of everything

Project Manager

In charge of pacing the production of the robot and keeping the team on schedule

Responsibilities:

- Ensuring that each of the robot mechanisms are going well
- General schedule and timeline
- Talk amongst the groups and make sure they are working together and in conjunction
- Keeping the groups on tasks
- Integration of teams and mechanisms
- Sharing of knowledge and ideas
- Developing a method to record daily progress (kanban board, etc) to share and discuss with the rest of the team