

Volunteers 2012

1. Pre-season jobs

Volunteer coordinator - require 1

As the volunteer coordinator, you would confirm positions as well as contact and locate general volunteers for various tasks. You would help maintain club membership information by updating a mail out labeling system for receipt mail-outs. This volunteer must be organized, outgoing and willing to meet the soccer community.

Equipment Manager (U4-U14) - require 1

As the equipment manager, you would oversee the filling up of each coach equipment bag with the necessary equipment needed to run through the playing season. You would keep an equipment inventory and inform the executive of any additional or replacement items needed. One bag per team is needed in each age category for a total of approximately 20-22 bags. Equipment sort volunteers would be available as helpers for this job.

Equipment sort (require 3)

As an equipment sort volunteer, you would attend the annual sorting day. You would assist in filling each coach bag as per the content list (provided).

Handy Man - require 1

As our general handyman, you would be on the lookout for anything needing adjusting or repairing at the field level. Wherever possible, you would try and 'fix' used equipment, specifically corner/goal flag posts. We will provide you with duct tape ☺ Being innovative is an asset.

Waste manager - require 1

As the waste manager, you would book and arrange for delivery and pick up of the porta potty to the field.

2. Season Administrative

Referee Coordinator (U10-U14) - require 1

As the referee coordinator, you would create and distribute the schedule to all referees and team coaches/managers. This volunteer must be comfortable with scheduling.

Porta-Potty Patrol - require 2

As porta potty patrol, you would receive a schedule of when you are in charge of opening and locking the toilet for the evening. You should do regular checks and inform the waste manager of any damage or other issues to the toilet. If you are unable to open the toilet on your scheduled night you must find a replacement from your team. This volunteer must be reliable.

Medal Assistant - require 1

As medal assistant you would group and distribute medal packages to all team coaches on wrap up day. Bags will be provided.

Photographer (U4-U16/18) - require 4

As club photographer, you would communicate with the team managers/coaches to ensure all players are aware of photo day (as scheduled). From your assigned teams, you would use your own digital camera to take one individual photo of each player, as well as one team photo of each team. The individual photo must be 4x6 portrait and the team a 5x7 landscape. You would develop the photos at future shop (or other) and group photos into team groups. The photos may be passed along to the coach or team manager once they are completed and ready for distribution. This volunteer must own your own digital camera and have a good eye for photography. Photo frames are provided.

Financial review - require 2

The Bowness Soccer Club is a registered society. As such, the bylaws state that the club's financial statements be reviewed (checked for accuracy) by 2 club members - subject to approval.

3. Season Operational

Coaching team (U4-U16/18) - require 40

The coaching teams are paired to work together to grow and develop our young soccer players. Coaches are offered a training course as well as on-going support from our local technical trainer. Coaches are needed for all teams at all age levels. Please specify your preferred age group. This volunteer must be willing to commit to the playing season, be outgoing and willing to work with a variety of skill levels on the field.

Team manager (U4-U16/18) - require 20

Each team requires a team manager to be the liaison between the team parents and the executive. As the team manager, you would hand out communication items - playing schedules, tournament information, photo days, and wrap up BBQ info. Etc. This volunteer must be outgoing and willing to meet the soccer players and parents - A key communicator for the team.

Tournament coordinator (u6, U8, U10) - require 3 (one at each level)

As the tournament coordinator, you would schedule and coordinate teams within the playing league to play in a one afternoon mini-tournament. You would also group and distribute prize ribbons and water bottles to each team on the tournament day. You would organize the U6 and U8 tournaments, and work with the CWSC ICL coordinator to organize the U10 tournaments. This volunteer must be organized and comfortable with scheduling.

4. Wrap up - Sat. June 25

Wrap up Transportation (No player transportation) - require 1

As a transportation volunteer, you would make yourself available on the wrap up date to transport food to and from the field. This volunteer must have a large vehicle.

Head Chef - require 1

As head chef, you would be in charge of cooking and setting out the BBQ items on the wrap up day. You may also participate in the menu selection, ordering and delivery of food items on wrap up day.

Food Servers - require 6

As food servers you would be available on wrap up day to assist the head chef with cooking, setting out and serving BBQ items on wrap up day.

BBQ Providers - require 4

As BBQ provider you agree to lend your BBQ for the wrap up event. You are responsible for transporting your own BBQ both to and from the school field on wrap up day. Be sure to provide a full propane tank.

Table Providers - require 4

As table provider you agree to lend your folding tables for the wrap up event. You are responsible for transporting your tables both to and from the field on wrap up day.

Garbage/Recycling bins - require 4 (2 each)

As recyclers, you would bring a garbage or recycling bin to the field and place in areas where players/parents can dispose of their garbage/juice boxes/water bottles properly.

General - unlimited

As a general volunteer you would receive a phone call requesting your help as tasks arise. You would be expected to be available at least once in order to fulfill your volunteer obligation. Tasks may include sorting equipment, set up and clean up on wrap up day, and other.

5. Bowness Stampede Parade - Sat. July 9

Float design - require 5

As float design volunteers, together you would plan and develop a creative Bowness Soccer Club float to enter into the annual Bowness Stampede Parade. Planning must be in place before the wrap up day so team managers and coaches have time to distribute information to all team members. This volunteer must be creative and organized.

Truck & Trailer - require 2

As truck and trailer volunteer you would supply and drive a truck and trailer for the annual Bowness Stampede Parade float (held on Saturday July 5). You would have the truck and trailer available to the float designers for when they need to decorate the float. You may have young children riding along on the back of the truck and on the trailer, if the design is safe.

Float donations - require 6

As float donation volunteers you would supply the float designers with a bag of candy to throw out for spectators along the parade route. The designers will be in touch with you to collect your donation items.

***NOTE**

All volunteer positions will be confirmed on a first come first served basis. If your choice of position has already been filled, we will work together with you to choose a suitable alternative position. We recognize that not all positions require equal amounts of time commitment; however, each job is equally valuable to the success of the program. Thank you for your efforts.