

Volunteer Positions

Please volunteer – the success of the program rely on all parents participating

Booster Club President – Dawn Striff

Treasurer – Diane Knudsen

Fundraising – Dee Dee Jacobson

Team Parents – Varsity: Jen Elias, JV: Natasha Hawkins; Frosh: ?

- Responsible for communicating to team regarding upcoming games, tournaments and general announcements
- Organizing food and drinks for tournaments
- Coordinate carpools for local games
- Responsible for getting volunteers from your team for below jobs not filled
- Coordinate pages and payment for your team for Keepsake Program
- Coordinate payment and headcount for Banquet
- Coordinate picture/gift for girls at Banquet
- Liaison to Booster President

Uniforms – Marta Botten

- Collect order forms and deposit from each team
- Summarize order forms so order can be placed
- Summarize money collected by person for deposit and final payment, with checks to Treasurer
- Check order and package order by player for distribution

Sponsor Coordinator – Kendra LeDuff

- List of all sponsors and sponsor level
- Coordinate with Game Day Programs and Keepsake Program chairs to ensure sponsors are properly represented
- Order banners for appropriate level of sponsors
- Order plaques for appropriate level of sponsors

Freshman Sisters – Jacque Stroh

- Coordinate and host Freshman breakfast
- Coordinate and communicate gift days

Team Video - Varsity: Karen Grifman, JV: ?, Frosh: ? (one per team)

- Responsible for taking video and pictures during the season and turning them into a video **(5 minutes or less)** for end of season banquet. Or collect pictures from other parents on the same team.

Game Day Programs – Open

- Responsible for designing, printing and distributing a two-sided colored program with an insert containing opposing team information for league home games

Canteen Food – Jacque Stroh

- Buy or solicit donations for all food sold at the canteen.
- Coordinate schedule for volunteers.
- Set up canteen for all home games by 3:30 pm
- Keep track of money raised for each game

Canteen Drinks – Shari Kraidman

- Responsible for supplying drinks and ice in ice chests by 3:30pm for all home games. Work with Jacque Stroh on quantity and budget.

Fuel Bags – Courtney Knapp

- Making snack bags (within a budget) for each girl for two - three away games.
- Bags to include bagels, cream cheese, piece of fruit, maybe homemade goodies, (other ideas can be discussed)
- Ensure deliver in two plastic bins to the away bus prior to departure

Volleyball Clinic – Open

- Chairperson: Advertising - distribute flyers, contact newspapers, PTA's and past participants to solicit event. Get pre-registration forms, order t-shirts, create name tags and check-in and t-shirt/name tag distribution process
- Event day- check-in (3 people): t-shirt distribution, late registration, name tags
- Water (1 person): provide ice chests with ice and water
- Lunch (1 person): pick up lunch and help serve lunch, clean up.

JV Tournament - Dee Dee Jacobson (Friday, October 1st & Saturday, October 2nd)

- Chairman –hold pre event meeting to coordinate food donations and volunteers. On-site during event for questions and problem solving. Work within a budget to ensure event success. (Dawn will work with you)
- Set-up (1-2 people; JV parents)
- Clean-up (1-2 people; JV parents)
- Food/Drink donations (unlimited positions work with Jacque) Make baked goods, get donations from local restaurants, make salads or other food items to sell.
- Canteen volunteers (minimum of 4 per day) shift times will be determined closer to the event
- Awards – order and pick up awards, trophy table/Award display

Senior Night Volunteer – Open (Thursday, October 28th)

- Decorations - balloon arch or pillars, signs and other decorations
- Flowers/Letters purchase flowers for Senior moms, for opposing teams seniors, obtain senior letters to be read at the game
- Take pictures for banquet program, make the Senior Night page for the program

Senior Gift/Senior Shadow Box – Kara LaVoise

- Make or purchase a gift (within budget) for the seniors (given at awards banquet)
- Coordinate with other Senior parents the assembly of Shadow Box for each senior

Keepsake/Awards Banquet Program – Open

- Host for planning meeting
- Host for assembly work day
- Coordinate page owners who will create "scrap book" like pages (unlimited positions – team parents will coordinate pages and volunteers for their teams)
- Assemble final book and get printed within budget (one person)

Awards Banquet Volunteers –Suzanne Carapella (Date TBD)

- Chairman – find venue
- Determine menu with budget
- Keep track of RSVP and collect money for guests
- Reserved table spots for senior families
- Coordinate help for set-up, greeting, decorations