

# **Carroll Softball Parent Volunteer Position**

## **Descriptions**

### **2011-2012**

**Booster Club Meetings** All Softball Families should become a member of the Booster Club. Our goal is 100% participation. All booster club members are encouraged to attend the Booster Club meetings to represent the interests of softball. During the football season, CABC meets each Monday night at CSHS. After football season, meetings are held monthly. **ALL PARENTS**

**Booster Club Representatives (2 +)** Attend Booster Club Meetings to represent the interests of softball. During the football season, CABC meets each Monday night at CSHS. After football season, meetings are held monthly. **VACANT**

**Concession Stand Volunteer Coordinator** Responsible for scheduling concession stand volunteers for all home games scheduled at the Bob Jones fields. **VACANT**

**Concession Stand Volunteers**— Volunteers are needed in order to staff this resource and make playing at Bob Jones a pleasant and comfortable experience for local residents and guests. In addition, working shifts at the Bob Jones concession stand is a critical part of the team's fundraising plan. We are asking that all families volunteer for at least two one-game shifts during the pre-season and regular season, approximately four hours total. Of course, additional volunteer hours are welcomed, and community service hours can be earned by students. Parent volunteers earn hourly wages on behalf of CABC for their time, and these funds are applied to softball needs.

Ideally, Junior Varsity parents should work during Varsity games, and vice versa. This will allow parents to watch their daughters play. Please take this request seriously, as the funds earned here are a relatively easy and fun way to raise money for the team without getting involved in other less desirable fund raising activities. **ALL PARENTS**

**Field Maintenance Coordinator** — Responsible for racking fields, etc. for tournaments at Bob Jones. **VACANT**

**Game Announcing/Scoreboard Coordinator** — Responsible for obtaining two volunteers, one to announce and one to operate the scoreboard at Bob Jones Park, Varsity home games. These positions may be filled by students seeking community service hours, but preferably ones that can attend all home games. — Wimberly, need Successor/Back up

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**Parent Dragon Apparel:** Responsible for working with apparel vendor on design and apparel selection, pricing, taking orders/payment and delivery. – Hand, need Successor/Back up

**Pink Out (Charity) Day Coordinator** - Donations to the local charity of our choice. The Coordinator is responsible for coordination of events of the day, promotion of the event, collecting and submitting donations through the Athletic Department to the charity of our choice. Ideally, this will be our first home game and would like to have free hotdogs or some draw to start off the season in a very big way. **VACANT**

**Softball Program Advertising Sales** – The Annual Softball Program is a yearbook designed to commemorate your daughters' participation in high school softball. It is a self-funded activity that is also expected to raise additional funds for the team. Funds are raised by selling advertising to local businesses and sponsors by parents. We ask each family to sell at least two ads, as has been done in the past. **ALL PARENTS**

**Softball Program Coordinator** - Responsible for working with the team photographer and printer to coordinate the content and production of the Softball Program (yearbook). The Program is a self-funded project that is also a major source of team funding through the sale of ads. The Coordinator works with parents to sell ads to vendors, as well as with parents who wish to purchase dedication pages for their own daughters. – Bellamy, need Successor/Back up

**Senior Day Coordinator** – Senior Day is a special day for our graduating girls. The Coordinator works with the seniors to put together the announcer scripts for the game (templates available), buys decorations and manages the purchase of gifts for seniors through the Athletic Director's office. – Smith, need Successor/Back up

**Sports Banquet Coordinator** - Responsible for organizing the end-of-year softball banquet. Determines a working budget and cost for each attendee, selects a site, and caterer, and determines the agenda with the coaching staff. Communicates with parents/players as needed and collects payment. – Littlehale, need Successor/Back up

**Team Dinner Coordinator:** Team dinners take place during the weeks of home district games, usually on a Wednesday or Thursday night. Responsibilities include signing up parent hosts, and publishing the schedule at least 2 weeks prior to the first home game. Currently, all players who attend team dinners must pay \$5 to cover the cost of their meal to the host family or families. This year, weather permitting we will have all team dinners at the field. Food can be brought in or we can purchase a grill to be left there for cooking. **VACANT**

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**Volunteer Coordinator** - Responsible for working with the coach to determine the need for parent volunteers. Coordinating the volunteer sign-up and ensuring each understands his/her responsibilities. Follow up to assure that jobs are being done on-time and according to school requirements, secures additional assistance or replacement volunteers, if needed. Fill in if a particular job becomes vacant and no replacement parent is available. – Hand, Need Successor/Back up

**Yard Signs & Decals** - Responsible for working with sign vendors on art work and pricing, and taking orders/payment from parents. – Wimberly, need Successor/Back up

## **Note from Volunteer Coordinator**

Having volunteered for many different voluntary parent responsibilities over the last 20 years for my two children, I know all of us are very busy. I want to thank each of you for volunteering for the above positions within the Dragon Softball Family. My hope is to streamline the responsibilities so that they are manageable, resulting in a fun successful year.

This year, I hope to have a Successor/Back up for all volunteer positions so that from one year to the next, each parent group will not be starting off from scratch and in case of outside responsibility conflict. The Successor/Back up's responsibility will be to shadow the coordinator and understand the responsibilities in order to take the position the next year or if the need arise in the current year.

Please give me a call or send an email if you would like to discuss the position in greater detail before volunteering.

Thanks,

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