

Verona Lacrosse Club – Equipment Manager/Coordinator

General Responsibilities

- Maintain Inventory for Youth and HS programs
- Responsible for equipment ordering, stocking, distribution, and return
- Team Ordering
 - Balls
 - Youth gear
 - Team gear (water bottles, med kit supplies, etc.)
 - Game Boxes (air horns, score boards, score books, timers, etc.)
 - Goals (Practice/Games)
- Club Equipment
 - Shed security
 - Inventory Management
 - Distribution / Returns
 - Equipment Maintenance
 - Practice Field Goal Distribution/Retrieval
 - Goal Security
 - Shed Netting setup/maintenance/take down
- HS Coach communication/support
- Youth Team Manager Coordinator communication/support

Pre-Season

- Equipment Management Budget (Aug/Sep)
- Pre-Season Ordering/Storage
- Indoor Practice Pre/Distribution
- Pre-Season Team Equipment Assembly
- Field Preparation
- Team Equipment Distribution
- Assemble Youth Team kits
- Assemble Game Boxes

During Season

- Monitor Inventory
- Restock Game Boxes as needed

Post Season

- Post Season Inventory
- Team Equipment Return