

**FreshmanTeam Parent Coordinator:** Notify players of Athletic Packets and physical due dates. Set up table at the "Pride of the Pack" meeting for the high school, usually late February or early March. Responsible for collecting the registration information for each player. Maintain a data base with player information. Responsible for collecting orders for spirit packs. Collect any camp registration forms that are needed. Responsible for collecting fundraiser donations from players such as the Lift-a-thon and Gold Cards. Responsible for letting parents know of game times and locations. Responsible for getting parent volunteers to work in the snack bar and at the apparel table during all home varsity games. Report all volunteers to the Snack Bar Coordinator by Wednesday prior to the game. Responsible for collecting all donations and forms.Coordinates End-of-Year banquet.Act as liaisons between parents and BTP Board. Ensuring all communications reaches parents. Assists with all activities as needed throughout the football season.