

Uniform/Spirit Wear Coordinator

The Uniform/Spiritwear Coordinator will work with the President or another person designated by the President, to order all uniforms for all teams and issue them to each Team Parent. This must be completed and distributed before the first game of the season.

In addition, the Uniform/Spirit Wear Coordinator will determine spiritwear items to be sold, market and sell merchandise throughout the season, as well as total up the weekly receipts and turn in the cash to a designated Executive Board Member.

In addition, the Uniform/Spiritwear Coordinator will assist/support all league events as part of the CGS Executive Board of Volunteers, attend regularly scheduled board meetings and vote as necessary in all CGS board elections.

Duties include:

Uniforms-

- research potential uniform options and present to the board for approval
- request bids from vendors and submit to board for approval
- arrange for samples to be available on "sizing day" and compile list of sizes for each player
- order /receive finished uniforms in time for first game
- package and distribute uniforms to each team prior to Opening Day
- manage any sizing issues as needed

Spiritwear -

- create plan of items to be sold for the upcoming season and how they will be sold
- submit proposal to board for approval
- request bids from local vendors
- place orders and have onhand prior to Opening Day.
- Manage inventory and distribution of uniforms throughout the season
- Collect payment weekly and turn in cash to designated board member for deposit