

The following is a description of positions that fall under two volunteer categories: Committee and Team Level positions. All families are asked to volunteer ten hours to keep the club functioning. We are a volunteer powered organization! If you choose not to take a job, the buyout fee is \$175.00. If there is something not on this list that you would be interested in exploring, please contact the Executive Director at Director@WalnutCreekLacrosse.com

Committee Jobs:

Committee jobs usually fit people who are comfortable making decisions independently and delegating tasks. Committee Jobs sometimes require more time or time outside of the regular season and are an integral part of keeping the club functioning. ***Families with multiple players can fulfill the volunteer requirement for all players with one committee position.*** If you choose a team level position you will need to volunteer for each player's team. Scroll down towards the bottoms to see the Team Level opportunities.

- **Team Manager:**
Primary coordinator for all team activities. Recruits other team parents for key tasks and fills in where necessary. Assures coaches have necessary support. Is the primary contact person for the parents for any schedule changes and relays messages as necessary via email, web site and/or voice mail. Reports field usage, injuries and referees participation to Executive Director after each game. Assigns parents to assist with their home game duties for snacks, field set up and clean up. Informs parents of away game details, including driving directions, important for any traveling the team does during the season (away games, tournaments, playoff games).
- **Assistant Coach or Trainee**
Provide support to head coach during practices and games. All coaching staff should display the principals of Positive Coaching Alliance. Trainees will receive instruction and mentoring – no prior lacrosse experience necessary.
- **Uniform Coordinator**
Coordinate volunteers to work the sizing days and send out an email to members reminding them of days and times. Gather sizing info, assign jersey numbers, and submit order to sling it. Coordinate volunteers to sort and distribute uniforms.
- **High School and College Liaison:**
Maintain open lines of communication with all high school coaches. Organize the availability of sports med students at games. Coordinate outings to local high school and college level games.
- **Boys Game and Practice Scheduler:**

Confirm available home game field date and times, coordinate with VP's and Coaches, manage rainy day practice schedules, and confirm practice field space availability.

- **Spirit Wear Committee**
Chairperson already in place. Committee members support the chairperson with sale and distribution of ordered spirit wear items.
- **Special Events: Dine & Donate**
Organize 3-4 dine and donate evenings during the season at local eateries.
- **Special Events: Movie Night**
Organize a club movie night social for club members.
- **End of Year Party Chairperson:**
Confirm Party Location and Format, prizes, awards, thank you gifts, and food. Delegate to End of Year committee members to carry out party plans.
- **Fundraising:**
Assist the Fundraising Chairperson with fundraising events.
- **Off Season Coordinator:**
Gather and get info out to club about off season lacrosse activities such as Box Lacrosse, Fall Ball, and Summer leagues. Assist with registration of club teams in off season activities.
- **Club Historian:**
Gather all information on the club from inception to date including: Photos, newspaper articles, video clips, and compile into an organized electronic format.
- **Face Book Manager**

Update the club's Facebook page with news, pictures, information, and conversation pieces.

TEAM JOBS

Sign ups for team jobs will take place at the January team meetings. During registration simply select 'team job' and you will have an opportunity at the meeting to choose your preference. **Families who have multiple players and sign up for team jobs must sign up on each player's teams.** All team jobs are on a first come first serve basis - some of the jobs may include the following tasks:

- **Equipment Manager:**

Helps move equipment from storage facility to field and back on game days. First team of the day brings equipment to field, last team of the day returns equipment in an orderly manner to the storage facility. Teams alternate opening and closing the field so that it is not a weekly responsibility.

- **Scorekeeper:**
Keeps score and records stats of games- training day to be held in February
- **Time Keepers**
Keeps time at games – training day to be held in February
- **Field Marshall**
Ensure that positive sportsmanship is displayed by players, coaches, and spectators. Also ensures that field rules are enforced.