



## **Greenhaven Soccer Club Volunteer Job Descriptions – Page 1 of 2**

### **Team Coach/Assistant Coach**

**Need 115-230 people**

Responsible for teaching fundamentals of soccer, teamwork and sportsmanship to the players and the parents. Coordinates team responsibilities with team parent. Requires a commitment from August through November for practices and games. Assistance is available from GSC via coaching clinics, books and videos. Assistant coaches operate under the direction of the team coach. GSC strongly encourages all coaches to attend at least an F Level Coaching Clinic. All coaches must be approved by the GSC Board.

### **Team Parent**

**Need 50-100 people**

Assist the coach as needed. Assignments may include but not limited to seeking out other parents to help with net set-up, banners (if desired), snacks, referee fees (if applicable), trophies and team party.

### **Field Preparation**

**Need 100-150 people**

Throughout the season, assist the Fields Coordinator with maintenance of the 25 home and practice fields. Duties include mowing the grass, distributing dirt to fill holes and level the fields, seeding bare spots on the fields, measuring and striping the fields with paint, and monitoring the conditions of the fields for safety throughout the season. The Fields Coordinator will contact you with details and dates.

### **Soccer Goals Set-up**

**Need 10-20 people**

Throughout the season, assist the Fields Coordinator with the installation and/or repair of soccer goals. Work may include assembling temporary goals, painting, welding, or the construction of permanent goals. The Fields Coordinator will contact you with details and dates.

### **Game Field Net/Flag Storage**

**Need 10-15 people**

Volunteers must live close to game fields. Store the nets/flags for each field during the week, and be at home to distribute them to the home field coaches or team net coordinators each Saturday morning before games begin. After the last game of the day, nets/flags are returned to the volunteer's house for storage. The Fields coordinator will contact you with details.

### **Registration Night 2012**

**Need 60 people**

Assist at **NEXT YEAR'S** registration night. You will be contacted in March of 2012 to confirm. Duties include helping the registrar with set-up, collecting and checking forms, and collecting fees. Registration is held on two nights, usually in April.

### **Picture Day**

**Need 20-30 people**

Assist at Picture Day 2011 in September by helping the Pictures Coordinator organize each team in preparation for their photos.

### **Fund Raising (Selling GSC Logo Apparel)**

**Need 15-30 people**

Sell GSC Logo Apparel at various events (Picture Day, Tournaments, Registration, etc.)



## **Greenhaven Soccer Club Volunteer Job Descriptions – Page 2 of 2**

### **Lamination Night**      **Need 60 people**

Assist the Registrar with assembling and laminating player and coach passes, as well as the assembly of the Team Information packets. Occurs in mid- August and lasts for approximately 3 hours.

### **Uniforms, Equipment & Storage Locker Organization**      **Need 10-12 people**

Assist the Equipment Coordinator with inventorying, assembling, distributing and/or collecting uniforms and soccer balls for each team. Distribution is done in July and August, and collection is done in November and December at the GSC Storage Lockers. GSC has two lockers, one for uniforms and one for equipment. They annually receive a cleaning/re-organizing in preparation for uniform and equipment distribution days.

### **Tournament Volunteers**      **Need 20-30 people**

Help with the GSC Seeding Tournament August 20<sup>th</sup> and 21<sup>st</sup>, and/or the Just For Kicks Tournament; dates TBA. Assist with set-up, field preparation, net set-up, score-running, standings, registration, clean-up and other tasks.

### **GSC Board Member**      **Need varies per year**

Contact the club president for details and information.