

Parent Volunteer Assignments

Position	Parent Name	Description
Team Manager	<ol style="list-style-type: none"> 1. Renee Young 2. David Archibald 	Coordinates and oversees all team management; tournament registration; roster management; club paperwork and player cards.
Treasurer	<ol style="list-style-type: none"> 1. Terri Robertson 	Establishes checking account for team. Manages team money, reimburses coach for travel expenses. Provides budget reports to team.
Travel Coordinator	<ol style="list-style-type: none"> 1. David Archibald 	Makes team hotel reservations for out of town travel, along with directions and maps, arranges bus transportation as needed.
Communications	<ol style="list-style-type: none"> 1. Kent Bader 	Prepares team flyer- including photography. Orchestrates production of flyer for tournament distribution. Delivers flyers as needed. Handles college recruitment communication as needed.
Social, Event Coordinators	<ol style="list-style-type: none"> 1. In Town CHAIR: Janna Coleman 1. Out of Town CHAIR: Craig Rider 	Arranges team parties and social events. In town chair will arrange team meals when requested. Out of town chair will arrange team dinners or meetings as needed.
Uniform Coordinator	<ol style="list-style-type: none"> 1. Renee Young 	Prepares uniform order and delivers (with payment) to uniform vendor. Picks up uniforms and dispenses items to team members.
First Aid/Ice Attendant	<ol style="list-style-type: none"> 1. Lynne Calmus 2. Monica Matheny 	Establishes and maintains content of first aid kit. Attends to injured player when she comes off the field. Makes sure ice is available for first aid use. Must submit application for RMA #.
Field Scheduler	<ol style="list-style-type: none"> 1. David Archibald 	Coordinates field use for practices and scrimmages through club coordinator.
Fundraising Coordinators	<ol style="list-style-type: none"> 1. CHAIR: Darla Brannan 2. Amy Burns 3. Miller 	Develops plan for fundraising opportunities and communicates with team. Organizes all fundraising activities. Keeps records of dollars earned and turns money to Treasurer.
Special projects	<ol style="list-style-type: none"> 1. Jill Sanders 	Provides assistance when needed for coach or manager.
Weather Protection/Bench	<ol style="list-style-type: none"> 1. BENCH: Steve Ellingsen 2. SHADE: Parnell 	Responsible for delivering and setting up shade/rain tents as needed. Delivers and sets up player bench.
Website Administrator	<ol style="list-style-type: none"> 1. Rich Quadrel 	Responsible for updating team page on Three Rivers' website.
Nets & Flags	<ol style="list-style-type: none"> 1. Wilson 2. Noe 	Sets up/takes down nets and flags when required by club.