



## **Team Parent Roles**

Thank you for volunteering for the position of Team Parent. Your time and effort will make our program run smoothly and successfully and is much appreciated. For the larger teams we encourage you to have 2 Team Parents so that the work is not burdensome. Below is a summary of the duties that will be expected of you.

1. Obtain Team Roster and contact information:
  - a. List of all players
  - b. Parents Names and contact information. Find out preferred method of communication, particularly for last minute notices such as a practice cancellation, etc.
  - c. Share your contact information with parents
  - d. Request permission to share contact information with team members to be used if assistance is required in getting players to/from games and practices. For those that give permission, provide contact list to players.
2. Act as liaison between Coach, players and parents
  - a. Obtain weekly practice and game schedule from Coach, preferably by Monday
  - b. Find out what Game Shirt will be used that week
  - c. Give above information to Players AND Parents. Not all children pass this information along so it is important that it gets to the parents directly.
3. Co-ordinate Fund Raising for team:
  - a. Hand out informational packets to team
  - b. Ensure entire team participates
  - c. Collect money and submit to Board Member.
4. Co-ordinate Volunteers for Game Day
  - a. Each game day requires many volunteers and we expect each family to volunteer for at least 1 game (2 hours) during the season. It will be your responsibility, along with all other Team Parents, to fill the volunteer slots. Most Parents want to watch his/her child play and are willing to fill a slot on the game either before or after their child's.
5. Attend Parent Meeting so that you can be introduced to Parents.
6. As a team parent, you may be required to help coordinate off season activities. Please be advised that we may contact you for assistance up until the date of the annual awards banquet.