



Volunteer Coordinator

PURPOSE:

Organize and assign parent volunteers as needed

POSTION:

- Voting Member of the BYSC Board

TERM OF OFFICE:

- Open
- Selected by Board

RESPONSIBILITY:

- Create a list of volunteer names and contact information
- Maintain communications with volunteer force during each season
- Work with the board and event coordinators to identify the seasons volunteer requirements
- Obtain commitments from volunteers to fill activity requirements
- Manage volunteer appreciation events
- Initiate recommendations to the BOD for improvements in volunteer recruiting, managing and/or coordinating processes that will result in improvements in club operations
- Attend monthly board meetings
- Execute assigned duties from the president and/or board
- Be available to assist members, players and volunteers of BYSC