



## Team Volunteer Opportunities

A successful team relies on the support and involvement of our families. Volunteering is a great way to contribute to the team experience, support our players, and help everything run smoothly throughout the season.

Below are several volunteer roles that help make the season organized, fun, and successful for everyone. Some roles may vary depending on the team's level of play and needs.

Many positions can be shared between multiple families.

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### **Assistant Coach (Volunteer)**

#### **Role Overview**

The Assistant Coach supports the Head Coach in leading practices and games and helps create a positive and productive environment for the players.

#### **Responsibilities**

- Assist the coach with training sessions and team activities
- Help set up practice equipment and drills
- Support organization of players during practice and games
- Coordinate with the coach on match preparation when needed

#### **Requirements**

- Coaching certification training
- US Player pass card requirements
- CalNorth requirements (if applicable)
- Background check

## **Estimated Time Commitment**

2–6 hours per week (including practices and games)

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## **Team Manager**

### **Role Overview**

The Team Manager helps keep the team organized by supporting communication, scheduling, and administrative tasks.

### **Responsibilities**

- Coordinate communication between coach, parents, and players
- Enter and verify team events in TeamSnap
- Track volunteer assignments and participation
- Help keep the team organized by monitoring player availability
- Maintain match records (player cards, match cards, scores)
- Enter scores in TeamSnap and GotSport
- Assist with scheduling games in GotSport if needed
- Work with the Club Registrar to collect required player documentation
- Coordinate with the Team Treasurer

### **Requirements**

- Background check
- Internet access, computer, and printer
- US Player pass card requirements
- CalNorth requirements (if applicable)

## **Estimated Time Commitment**

Varies depending on level of play and time of season

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## **Field Maintenance Manager**

### **Role Overview**

This role helps ensure the field is ready for play during home games.

### **Responsibilities**

- Prepare the field before games
- Set up and remove corner flags and goals
- Assist with basic field cleanup after games
- Ensure the area is clean and ready for the next match

### **Note**

This role can be shared between two families.

### **Requirements**

- Ability to move equipment and goals

### **Estimated Time Commitment**

1–2 hours per week

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## **Team Treasurer**

### **Role Overview**

The Team Treasurer manages the team's financial activities and ensures team expenses are organized and transparent.

### **Responsibilities**

- Work with the coach to create the team budget
- Track and collect payments
- Pay referees for home games if needed (cash)
- Maintain confidentiality regarding financial information

### **Requirements**

- Internet access, computer, and printer

### **Estimated Time Commitment**

2–3 hours per week

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## **Bench & Canopy Managers**

### **Role Overview**

These volunteers help ensure team equipment is available and ready for games.

### **Responsibilities**

- Store team benches and canopies
- Transport equipment to games
- Set up and take down equipment before and after matches

### **Note**

- NPL teams require two benches and two canopies for home matches
- Roles may be shared among several families

### **Requirements**

- Vehicle large enough to transport equipment

### **Estimated Time Commitment**

1-2 hours per week

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## **Team Social Media / Content Manager**

### **Role Overview**

Capture and share special moments from the season.

### **Responsibilities**

- Take photos and videos during games, practices, and events
- Share highlights and updates with the club's Social Media Coordinator
- Provide team updates for the monthly newsletter

### **Requirements**

- Quality phone or camera

### **Estimated Time Commitment**

2-3 hours per week

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## **Team Event Coordinator**

### **Role Overview**

Helps build team spirit by organizing social activities.

### **Responsibilities**

- Plan team bonding events throughout the season
- Coordinate team meals between games or tournaments
- Organize social outings such as pizza nights, mini golf, or professional game outings

### **Estimated Time Commitment**

3–4 hours per month

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## **Video Camera Coordinator**

### **Role Overview**

Manages the team's game recording system (VEO/TRACE).

### **Responsibilities**

- Coordinate purchase of a team camera if needed (Trace or VEO recommended)
- Set up and take down the camera during games
- Store and maintain the equipment
- Help families connect to the video platform

### **Estimated Time Commitment**

2–3 hours per week

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## **Travel Coordinator**

*(For teams that travel for tournaments or events)*

### **Role Overview**

Helps organize team travel logistics.

### **Responsibilities**

- Coordinate hotel blocks, transportation, and flights when needed
- Work with the Team Event Coordinator for group meals or activities during trips

### **Estimated Time Commitment**

2–3 hours per week during travel periods

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## **Team Fundraising Representative**

### **Role Overview**

Supports fundraising efforts that help reduce team expenses.

### **Responsibilities**

- Attend fundraising committee meetings
- Help organize and support fundraising events at the team or club level

### **Estimated Time Commitment**

Approximately 4–5 hours per month (varies depending on events)

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## **Team Referee Representative**

### **Role Overview**

Supports the referee program by officiating matches when needed.

### **Responsibilities**

- Officiate at least one game per month

### **Requirements**

- Complete referee training and certification

### **Estimated Time Commitment**

4–5 hours per month

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**NPL Teams Only****Water Coordinator**

Provides bottled water for players during games.

**Estimated Time Commitment**

4–5 hours per month

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**Match Stats Coordinator (NPL/ECNL)**

Tracks match statistics during games.

**Estimated Time Commitment**

8–10 hours per month

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Our volunteers are essential to creating a positive and organized experience for our players. We truly appreciate families stepping forward to support the team. Many roles can be shared between families, and your involvement helps make the season enjoyable and successful for everyone.