

Dear Parry Sound Soccer Membership

The Parry Sound Soccer Club is in high need of individuals willing to partner together in executive roles - we need YOUR help!!

There are several positions open and in need of being filled. We are actively seeking any and all willing members who are even able to help with a portion of roles in order to keep the Club running as best as able. Many of the volunteers have given many years of their time, and are either pursuing other interests or other volunteering opportunities. Many hands make light work - so wherever you might be able to lend a hand - you are MORE than welcome!!

Below is a list of the positions open for filling and a brief description of each role. Time commitment listed includes meetings.

If you, or someone you know, are interested in stepping into any of these positions, please come to the next soccer meeting on NOVEMBER 13th at 7PM at the CHILDREN'S AID SOCIETY at the corner of Mary and Church Street.

The Annual General Meeting is scheduled for January 2018; however, we are looking to plan and see what folks might be interested as lack of volunteers will result in lack of soccer availability in Parry Sound.

Open roles needing to be filled:

PRESIDENT - responsible to liaise with the Huronia District Soccer Association (HDSA), other clubs and organizations as required as well as provide leadership and support to directors in order to facilitate soccer availability in the Parry Sound area. Monthly commitment approximately 10-15hr/month, varying depending on time of year/season requirements.

SECRETARY - responsible to take minutes at all meetings and support information distribution to affiliated agencies and/or membership as required. Monthly commitment approximately 5 hrs/month.

REGISTRAR - responsible for membership within the Club and the official registration of eligible players and teams to the OSA (Ontario Soccer Association) and HDSA. Monthly commitment approximately 8-10hrs/month.

YOUTH LEAGUE CONVENOR - responsible to participate in team creation, league management and liaise with the Head Coach/Head Referee to facilitate smooth operation of all youth league programs. Time commitment 8-10hrs/month, which varies depending on time of year/season requirements (peak time is during planning and onset of summer outdoor league)

FACILITIES COORDINATOR - responsible for booking facilities (e.g. Near North District School Board, Town of Parry Sound) and ensuring facilities are available for use. Role extends to facilitating purchase/update of equipment and equipment storage as required. Time commitment is 5-8 hrs/month.

REFEREE COORDINATOR - seeking an organized individual willing to plan for and schedule referees for the outdoor youth season. Works in collaboration with the Head Coach and Treasurer to facilitate referee availability for all required games as well as facilitating referee training opportunities (e.g. circulating available courses, ensuring referees know what is required and what is available). As we are limited with the number of available individuals that have the qualifications to be an official "Head Referee", we would like to transition to an individual who is simply able to organize and facilitate ref availability. Individuals with the required qualifications would remain "at

large" members of our club and would be available for consultation and assistance on an ad hoc basis as required. Time commitment is approximately 10hrs/month, with time varying depending on time of year/season requirements.

AWARDS & TOURNAMENTS - responsible for arranging year end awards for the outdoor festival in August of each year as well as any and all festival arrangements as required in collaboration with other executive members as their role delineates. Time commitment is approximately 5 hrs/month.

VOLUNTEER COORDINATOR - responsible to recruit and schedule volunteers for a variety of club needs including field set up/take down, field lining, festival requirements, etc. Time commitment is approximately 8hrs/month.

Roles that will remain filled are:

**HEAD COACH
ADULT LEAGUE CONVENOR
MEDIA & PROMOTIONS
TREASURER
SPONSORSHIP**