



Service opportunities with Heat United Soccer Club include the following:

Serving as a Board Member:

Service term of 2 years

- President
- Vice President
- Vice President of Operations – **position currently available** - Coordinate with volunteers to be sure fields are striped and maintained at Mackeben and Union Special
- Treasurer
- Secretary

Communications coordinator– attend monthly board meetings and release club news to members, works with committees to communicate marketing campaigns; sends reminder communications

Newsletter assistant - attend monthly board meetings and compiles upcoming important dates and information into a monthly newsletter

Uniform Coordinator – work with uniform vendor to assist new players with obtaining uniforms (Only new players will need uniforms for the 2022-23 season.)

Spirit Wear Coordinator – set up with vendor and coordinate Spirit wear offerings and distribution to the club (August & March)

Uniform and Spirit Wear distribution Assistant

Team Manager liaison - assists Team Managers with details of the responsibilities

Team Manager – (1 per team) – works with coach to keep Team Snap updated with games and practices, distributes communications to the team; assists with questions from parents

Field Maintenance Coordinator – work with volunteers to putting up nets at Practice Field (Mackeben) April and take down nets in November; Filling Gopher holes on practice field

Field Maintenance Committee – works with field maintenance coordinator and outdoor field striping coordinators to complete tasks

Outdoor Field Striping Coordinator – works with volunteers to paint stripes on outdoor fields at Mackeben

Indoor game field striper – Stripe the indoor field at Union Special each week

Lighting Engineer – set up light towers and beginning of season at Mackeben and weekly check tower to be sure they are working. Work with board on any maintenance issues noted.

Registrar – works with DOC and coaches to register player/teams with their respective leagues fall & spring, ensures all necessary paperwork has been received for players

Assistant Referee assignor – uses an online system to be sure all home games have assistant referees for spring and fall outdoor season and indoor winter rec league

Field assignor – works with coaches and park district on home game field availability

Volunteer Coordinator - works with any committees that need volunteers to send out alerts to the club; tracks volunteer hours

Tryout Coordinator – coordinate logistics and marketing for tryouts in May

Tryout committee – assist with marketing ideas, put out and take down advertising signs and check in players during tryouts

Supplemental Tryout Coordinator – works with players that want to tryout with the club and missed the standard tryout.

Graphic design coordinator – work with committees and board on any advertising/marketing materials

Sponsorship coordinator – work with committee to obtain sponsorships for the club

Sponsorship committee – works with coordinator to distribute sponsorship materials

Fundraising coordinator - plans and organizes fundraising events such as local restaurants dine n share

Social Media Manger - Facebook, Twitter

Website support – assists Board with keeping website up to date

General Cleaning indoor facility (few people to spend approx. 1 hour a week during winter session) Dusting and light cleaning of Upper 90; Sweeping floor in in-door facility