



Team Parent Coordinator

Team parent's coordinators have proved to be outstanding sources of help for the athletic department and have provided many innovations in helping make the athletes experiences positive and memorable ones.

Below is list of suggestions, which team parent coordinators have implemented in the past and have proved very helpful for the smooth running of the season.

- Join the Athletic Booster Club and attend all meetings
- Develop a list of team members and their parents with phone numbers and Email addresses and distribute it to all the team parents and the coach.
- Develop a phone tree to disseminate information very quickly to all the team parents
- Communicate to all parents the dates and times of the preseason meetings and end of season award banquets, and items to bring for potluck dinners
- Handle all aspects of fund raising from requests to final financial reports
- Contact the Coach on a weekly basis during the season and monthly out of season

Enlist and identify parents to help out with special team functions such as:

- Set up a schedule for purchasing and delivering snacks for athletes for home and away games and meets. In the past parents have purchased bulk items from Costco/Sam's such as drinks and bag snacks. Receipts need to be kept. It is suggested that all parents be contacted to see if they want to be included in the collective snack purchase program. (Some parents may wish to supply their children with their own snacks.)
- Develop a committee for Senior night. This is a special occasion for honoring the senior athletes and their parents during the last home game of the season. Traditionally, our athletes before the game have presented flowers to parents. Receipts need to be turned in for any items purchased.
- Develop a committee for the end of the season Banquet. This is a special occasion for honoring the athletes and their parents. Traditionally, we have had a sit down dinner; a guest speaker, plaques and certificates have been presented to the athletes in recognition of their service to the team over the years of their participation. Receipts need to be turned in for any items purchased.
- A volunteer to be the team photographer or video camera operator to take snapshots over the course of the season. Some parents have put together photo collages, slide shows and outstanding video presentations for the end of season banquet and handed out tapes for athletes to keep.
- A volunteer to work with the game program for home games.
- Volunteers to work in concessions and Eagles Nest during home events. Parent guidance and reliability has always proved to be an important asset to make sure the concession stand is open and adequately stocked during games.
- Collect contributions from the team's parents and purchase the end of season coach's gifts.