

# Vortex Swim Team Volunteer Sign Up

2019-2020

## **Board Members** expected commitment is 2 years

Credit to be earned is \$12.50/mth served

Registration Admin: Shawna Bowles

Newest Board member, just started in July 2019

The Board meets 1x a month for 2 hour meetings. There are the odd times that extra meetings in the month are required ex: budgeting, team emergencies or anything that needs addressed before the next scheduled meeting.

The expectation is that Board members are present, show up and help where needed at most events.

Each position has a different amount of hours/month time commitment

Meet Entries Chairperson: Debbie Duffy

Credit earned \$12.50/month served

Assistant:

(learn from Debbie and help out when needed)

Credit earned will be 50% of volunteer fee

USA Swimming Registration: Shawn Leland

Payroll: Mark Vieira

## Travel Committee Chair(s): Tracey Smithbaker

This is for Away-Championship meets like Sectionals, Futures, Zones etc..

Credit earned \$12.50/mth served

## Team Gear: Michelle Doll

Credit earned \$12.50/mth served

## Online Team Store Admin (swim outlet):

Credit earned \$12.50/mth served

## Bulletin Boards/ New Swimmer Greeter: Katie Monajjem

Credit earned \$12.50/mth served

## Team Fundraising Chairperson(s):

ex: Butter Braids, Mary Mountain Cookies, Texas Roadhouse Rolls, SnapRaise, Pizza Pal cards, Restaurant Nights, anything you can come up with!

Credit earned \$12.50/mth served

## Grant Writer

New Position this year. Looking to help out team operating costs

Must show research and application for volunteer credit

## Parent Educator (meetings a few times a year)

Signing up for swim meets, watching and understanding Qualifying times for championship meets, nutrition. Anything you could teach other families about swim

Credit earned \$25/session

## Team/Individual Photos Coordinator

Set up a date for these photos at Mulberry (usually in earlier part of season). Help organize kids on the day of event. Deliver pictures to swimmers when they arrive (in swim folders)

Credit earned \$50

**Turkey Trot Organizer** Typically the Saturday after Thanksgiving  
Credit earned \$50, dependent on plan and execution

**New Years Eve Toast Coordinator** At Mulberry, in between practices, sparkling juice, light breakfast, whatever you would like  
Credit earned \$50, dependent on plan and execution

**Team Directory Developer** Create team directory, will be online, accessible only by members, organize carpool interest to practices and/or swim meets  
Credit earned \$12.50/mth served

**Social Event Coordinator (early practice groups)**  
Team building out of the water with expectation of 3 individual events and coordinating 1 whole team event  
Credit earned \$12.50/mth served

**Social Event Coordinator (later practice groups)**  
Team building out of the water with expectation of 3 individual events and coordinating 1 whole team event  
Credit earned \$12.50/mth served

**Short Course Championship Dinner Coordinator(s) (February):**  
Date TBD, before State Meets. Organizing venue, meals, decorations, volunteer needs, ordering desserts, looking at getting dinner donated  
Credit earned \$150 , dependent on plan and execution

**Long Course Championship Dinner Coordinator(s) (July):**  
Date TBD, before State Meet. Organize venue, meal, potluck items  
Credit earned \$75

**Swim-A-Thon Coordinator(s): October 25/26thth **CRITICAL!!****  
Work with Nick on schedules for each session and what that looks like.  
Get donations for Top 10 fundraiser prizes.  
Give aways for Age Group session (ordered already)  
Organize Potluck dinner and breakfast

Be present at both events

## Marketing and Communications

Under this umbrella, all persons will work together to promote Team Vortex with the intention of growing our team

**Webmaster** Update Website, keep organized, post as needed, put new pictures up etc..  
Credit earned \$12.50/mth served

**Team Photographer(s):** Practices, events and swim meets.  
Need to upload to a google doc, or share with Social Media and/or Webmaster for posting  
Credit earned \$12.50/mth served

### Marketing/Recruitment Coordinator(s):

Handing out flyers, finding businesses to place flyers at etc.  
Coming up with promotions (in coordination with Board)  
Credit earned \$12.50/mth earned

### Social Media: Jen Fields

Expectation will be to post about upcoming events, promote excitement about the team and post pictures of events (from photographer and/or families), other pertinent information to promote and recruit new members  
Credit earned \$12.50/mth served

### Newsletter Coordinator(s):

Expectation would be a monthly, or at least bi-monthly electronic newsletter. This would include, but not limited to Coach's corner, interviews with swimmers, nutrition  
Credit earned \$12.50/mth served