



# Carlisle Soccer Club Volunteer Policy



The Carlisle Soccer Club (CSC) is an all-volunteer organization. Therefore, all families will be required to perform a minimum of one hour of volunteer service during each season. Families may opt out of this requirement by paying the \$25 opt out fee – one per family – upon registering their player each season.

NOTES: online payment is not available to families registering more than one player and opting out of the volunteer requirement because of system limitations. See the Club registrar for information.

## **Volunteer Duty Descriptions & Procedures**

It is not uncommon to have conflicts during your assigned volunteer time and due to the large number of volunteers needed, we are not able to honor individual requests.

### **A fully staffed shift is important to the other volunteers, members and visitors utilizing the facility.**

*(Please note: If you are unable to work your assigned shift, you are responsible for finding your replacement.)*

CSC appreciates your support and asks that you make every effort to work your shift or find a replacement. Please see the volunteer schedule (available on the Carlisle website at [www.carlisesoccer.org](http://www.carlisesoccer.org)) for names and phone numbers of members who may be available if you need to switch shifts. Your replacement does not have to come from this list but must be 14 years of age or older. If you or your replacement does not show up for your scheduled shift, you will be held responsible for your original shift and assessed a **\$50 no-show fee**. There are sign-in sheets onsite and available when you arrive for all shifts.

## **Volunteer Duty Description**

**Concessions** - Please report to the Concession Stand 5 minutes prior to your shift starting. When shifts are fully staffed, one person will work at the window; one person will handle food orders. You may also sell CSC apparel outside of the concession stand. We realize that management of the concession stand may vary if volunteers do not show up. If you arrive for scheduled shift and there was a rain cancellation you will not be required to make up your shift.

**Team Parents** - As a Team Parent, it is your duty to relay information to your team, help the coach any way; kids to practice, games, tournaments, etc; and make sure treats and halftime oranges are provided. We try to make sure everyone gets their first choice however, with only so many team parents needed, if you have not been contacted to be a Team Parent, please check concession schedule.

**Grounds Work** - Please plan to report for Workday at the beginning of the season. If you're unable to attend please contact Director of Fields (Ryan Woodruff) to fulfill volunteer obligation.

**Coaches and Assistant Coaches** - If you're interested in supporting our Club by becoming a coach, please contact Ken Sadler, director of coaching for boys, at 515-321-6221, or Manny Garcia, director of coaching for girls, at 515-989-5252. This is an easy, no-pressure way to get involved with soccer at the beginning of a player's soccer career. All coaches and assistant coaches need to have a hard pass prior to start of season.

**If you do not fulfill your volunteer obligation by the end of the season, you will be assessed a \$50 fee**

**\*\*\*Please sign in for all shifts\*\*\***

**Thank you for supporting your club. We could not do it without your help.**