



Thank you for volunteering for the position of Parent Representative (Rep.) for your son or daughter's team. As a parent rep volunteer, you are vital to the success of our partnership with our teams. Listed below are your responsibilities:

- Parent Reps (and coaches) are the link between the Phoenix Sports Boosters and your team. You will be notified when Booster meetings are scheduled and you are encouraged to attend all of these meeting. Your input is valuable and appreciated in assuring we have the right input to best serve our teams and coaches.
- Help coaches communicate to parents. Obtain a list of your team's players with addresses, phone numbers, and e-mail address (if available). Work with your coaches to utilize you and your parent resources to optimize their coaching time. Assistance with arranging parent volunteers to support team and booster club activities such as scoring, lines persons etc. can relieve unneeded burden that distracts from focusing on our student athletes.
- Represent the needs, budget and fundraising efforts of the team. Monitor the team's individual booster account to assure the balance is accurate. Present any funding requests or other needs at Booster meetings. Provide input on the use of general funding appropriations acted upon by the Booster Board. Support Booster fundraising efforts such as the golf tournament. Work through the Boosters to encourage community support for Phoenix Central School System sports.
- Call for volunteers when requested. This may be the most important aspect of being a parent rep. Parent reps are asked to schedule people to work in our concession stands and to make sure the event is successful. Melanie Handville is in charge of maintaining oversight of the schedule and procurement. A volunteer signup page provides information you will need (i.e. games, dates, times, and number of people needed). For the 2017-2018 season, the Board has elected to designate \$100 towards a team's funds for each football concession worked with further opportunities planned.
- End of season meeting: A meeting is expected to be held by the coaches. A celebration/recognition banquet organized with the support of parent volunteers is an option that can be chosen.
- Senior Night: An event honoring the end of the seniors' careers prior to a designated game. This is a parent facilitated event. The coach/athletic department will give input. Presentations are limited to one minute per student as games must start on time.
- Team Dinners (optional): Organize parents to provide dinner, snacks etc. the evening before games to have fun and build team spirit and commitment.