



# Cumberland United-Unis Soccer Club

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## ***VOLUNTEERING IS THE KEY TO A HEALTHY COMMUNITY AND OUR SOCCER CLUB***

**Thought the only way to volunteer was as a coach?** Many think this. However, volunteers fulfill a wide range of services and responsibilities at all levels of any sport organization. Volunteers can be coaches, as well as, officials and administrators. These individuals, working in the trenches of sport, come into contact with and collectively have a profound effect on the experience of thousands of young athletes and their parents. It is their efforts that influence the decisions to begin and maintain involvement in sport. While team officials coaches, assistant coaches and managers make an immeasurable contribution to the success of the club, there are many other volunteers who contribute to each successful season.

**Simply put, without volunteers, our Club as we know it would not exist.** With the Club growing strong and an increasing burden being placed on a small group of dedicated Club members, it became evident that steps were required to ensure proper provision of service to the membership. Volunteers are the nuts and bolts needed to operate our Club and continue offering a superior quality program at reasonable fees. Approximately 850 volunteers a year are required to run our Club. We encourage you to step forward and help in one of the many different volunteer opportunities offered.

In order to fulfill our need for volunteers for the 2010 season, each family is required to sign up for one specific volunteer activity. Only **ONE** family member, age fourteen or older, has to fulfill this requirement. All YOUTH REGISTRATIONS will include a \$35 per family volunteer fee, which will be refunded as soon as the volunteer commitment has been officially recognized by the CUSC. We recognize that not all families are able to volunteer. Families in this situation can opt out of volunteering by checking the appropriate box on the player registration form. The CUSC will keep your \$35 per family volunteer fee in lieu of participating in some capacity as a Club volunteer.

Our volunteer tracking system will allow us to track all volunteer involvement on a family basis. While we will make every effort to assign volunteers to their priority choice, we cannot, however, guarantee the availability of the chosen volunteer role. Families who do not indicate a second choice will limit their options of meeting the volunteer requirement should only one choice be indicated.

Volunteer opportunities will be posted at registration. You will be able to sign up for some volunteer roles at that time. Other roles will be posted on the CUSC website ([www.cumberlandsoccer.com](http://www.cumberlandsoccer.com)) as they come up. We strongly encourage all families to check the website regularly and sign up early for volunteer tasks as they are filled on a first come, first served basis. Occasionally, due to last minute volunteer needs, we will contact members by e-mail and/or phone, as per the information on the player registration form. Please note that few volunteers are needed after June 30<sup>th</sup>.

### ***Sign up. Learn a new skill.***

### ***Take advantage of the benefits of being a volunteer and being satisfied with a job well done!***

The CUSC would prefer not to increase net operational income from this fee. However, as not all families will volunteer and fewer opportunities to volunteer than families registered in the CUSC, an increase in net operational income is anticipated. Should this happen the CUSC is committed to allocating these funds in a manner that will benefit the Community or the entire membership in the following priority:

1. Supplying financial aid for soccer registration fees and uniform expenses to those Orleans families in need, and that might otherwise be unable to play soccer.
2. Funding coaching and players clinics.
3. Hiring additional resource support staff to assist in areas where there are insufficient volunteers.
4. Any further excess net operational revenue arising from the volunteer fee will be allocated allocated to a Board-approved fund for future development of the CUSC.

Please note that the following items are not considered eligible for completion of the CUSC volunteer service:

- Volunteer activities related exclusively to the adult league (there is no volunteer fee for the adult league); and
- Volunteering to satisfy academic community service requirements.

## 2011 ELIGIBLE VOLUNTEER ACTIVITIES CHART

Note: Some refunds will be processed automatically according to the dates shown in the "Service Completion Timing" column. Most refunds will require the Club Director in charge of the Activity to record and report completed volunteer commitments for the Activity to the Volunteer Director. Upon receipt, the Volunteer Director will update the database and, if a \$35 volunteer fee was paid, will provide information to the Treasurer to initiate a refund. Refunds will be mailed within 30 days of receipt of the confirmation or the automatic refund date. In the service completion timing column, (A) means the refund will be processed automatically on the date shown and (R) means the responsible Director will report their volunteers to the Volunteer Director once the service completion timing commitment has been fulfilled.

Activity	Description	Commitment	Service Completion Timing
<b>Board of Directors and Convenors</b>			
CUSC Board of Directors	Member of the Cumberland United Board of Directors. Elected at the AGM each Fall or joining the Board thereafter, should vacancies occur between AGMs	Year-round	Immediate
Convenors	Assist the Directors and Club level managers in evaluations and team formation for the age group as well as Team-Club liaison through the season	Feb - Aug	Immediate <sup>(R)</sup>
<b>Committees</b>			
Tournament Committee	Tournament Committee - Responsible for the Snake Bite Tournament	Year-round	After 2 meetings <sup>(R)</sup>
<b>Soccer Events</b>			
Soccer Days	Assist House League Directors and Managers to run Soccer Days	4 hours	After Soccer Day <sup>(R)</sup>
Snakebite Tournament	Assist Tournament Committee to run the Snakebite Tournament (team registration, field marshals, field equipment, canteen workers, runners)	4 hours, Jun 25 <sup>th</sup> -26 <sup>th</sup>	June 26 <sup>th</sup> <sup>(R)</sup>
<b>Support to the CUSC</b>			
Translation	Translation of web site information and bulletins.	One assignment	After assignment <sup>(R)</sup>
<b>Getting Season Started</b>			
Registration	Assist in the completion and receipt of players and volunteer applications	4 hours during dates for registration at the office using CUSC computers	After Activity <sup>(R)</sup>
Uniform Distribution	Assist with the fitting and handout of the uniforms	4 hours during Mar - May	After Activity <sup>(R)</sup>
Uniform Numbering	Assist with the screening of numbers on the uniforms	4 hours during Mar - May	After Activity <sup>(R)</sup>
Equipment Distribution	Assist with equipment handout or return Launder pinneys at the end or beginning of the season	4 hrs in Mar or 4 hrs in Aug	After Activity <sup>(R)</sup>
Telephone Assistance	Assist Program Directors with pre-Summer and Pre-Fall season phone calls to parents and players regarding special sessions such as evaluations and indoor dome programs.	4 hrs or upon completion of team lists provided, whichever is later	After Activity <sup>(R)</sup>
Evaluation Assistance (Administrative)	Administratively assist the Club Directors with the league player evaluations	4 hours	After Activity <sup>(R)</sup>

Activity	Description	Commitment	Service Completion Timing
<b>Teams</b>			
Coach	Maximum two per Team (U5 and U6) One per Team (U7 and up)	Feb - Sep	Beginning August 1 <sup>st</sup> with completion of player evaluations <sup>(A)</sup>
Assistant Coach	Maximum two per team (U7 and up)	May - Sep	Beginning August 1 <sup>st</sup> with completion of player evaluations <sup>(A)</sup>
Manager	Maximum two per team (Cobra teams only) Maximum one per team (U7 and up)	May - Sep	June 1 <sup>(A)</sup>
Team Treasurer	Cobra only. Maximum one per team.	May - Sep	June 1 <sup>(A)</sup>
Team Equipment Manager	Youth (U13-U18) and Cobra only. Maximum one per team. Carries equipment and sets up field for games.	May - Sep	June 1 <sup>(A)</sup>

Approved by CUSC Board of Directors April 6, 2011