**Region 325 Volunteer Positions**

Listed below are our key volunteer needs. But if one of these jobs doesn’t match your abilities, interests, and available time, please contact our Regional Commissioner or any of the Region's board members. They will be very helpful - and very grateful - to find the right job for you. Free training is provided for all positions.

**Coaches/Assistant Coaches** - Coaches are responsible for running the team practices and coordinating play during the game.  Training is provided free of charge.  Contact the Coach Administrator for more info.

**Referees/Assistant Referees** - **We always need more refs!!!** Three referees are required for each AYSO game. Most of our games have used 1-2 club ref’s instead of AYSO-trained referees. Referee training is offered before each soccer season.  Contact our Regional Referee Administrator for more info.

**Child & Volunteer Protection Advocate (CVPA)** - Implements AYSO’s Safe Haven Program, and provides Safe Haven training to all regional coach and referee volunteers.

**Coach Administrator** – Responsibilities include recruiting coaches, preparing for the coaches meeting (team balancing), providing initial coach/team management instruction, and providing miscellaneous assistance to the coaches throughout the season.

**Concessions Manager** - Responsible for managing the NEW AYSO Concessions Stand.

**Equipment Manager** – Manage AYSO field equipment inventory, distribute/coordinate field equipment with coaches.

**Field Chief/Line Painter** - Responsible for ensuring field lines are repainted weekly during the soccer season, nets repaired as needed, etc.

**Field Day Coordinator** - Responsible for organizing and implementing the Field Day activities to prepare the fields for the seasons use. Field Day activities include field layout, painting lines, and installing nets.

**Publicity Coordinator** – Provide support to the region in advertising registration dates, upcoming events, training classes, etc

**Referee Administrator** - Responsible for  training, mentoring, assessing, and recruiting referees.  Also maintains an Excel-based spreadsheet of referee qualifications.

**Referee Scheduler** - Job includes contacting referees weekly during the 8-week season to coordinate game assignments, working with the Regional Referee Administrator to provide ref training opportunities, and recruiting of additional referees (an ongoing process!).

**Regional Commissioner & Assistant Regional Commissioner** - Responsible for the overall management of the region, including providing registration support, supporting the Coach and Referee Administrators, scheduling, general field management. Basic computer skills an asset but not required. The Assistant Regional Commissioner also trains to become the next Regional Commissioner.

**Registrar** – Responsible for coordinating player registration activities, and maintaining the regions database. Moderate computer skills required.  Good computer skills required.

**Safety Director** - Monitors field, equipment, etc to ensure they are in a safe condition. Provides safety recommendations for all regional activities. Responsible for completing AYSO forms for accident recordkeeping.

**Treasurer** - Responsible for managing regional finances, including preparing the regional budget, writing checks, and keeping financial records.  Basic computer skills an asset.

**Uniform Sales Coordinator** - Responsibilities include assisting parents during registration with uniform sizing & selection, ordering uniforms, sorting & distributing uniforms, and associated record keeping. Job requires no computer skills.

**Webmaster** - Responsible for maintaining the regional web page, including posting schedules, and updating seasonal information.