Title:                      Mite Equipment Coordinator
Role:                      Volunteer
Election/Appointment:     Appointed
Voting Status:            Non-Voting
Budget:                   No budget responsibility
Term:                     One Year
Compensation:             20 Hours

Description/Role:         Run the Mite Equipment Program. Reports to the Mite Program Director.

Position mandatory requirements:

  • Execute and Manage the Mite Equipment Program including as follows:
    • Organizing the Mite Equipment and prepare equipment for distribution at beginning of season
    • Hold Equipment handout dates immediately adjacent to the commencement of the mite season
    • Hold equipment handout date at the commencement of the Learn to Skate program
    • Conduct equipment return at the end of the Season on the last day of the Mite Jamboree
  • Maintain Equipment Logs of all Equipment Rented out, and maintain deposit checks. At the end of the season complete return and shred conforming checks.
  • Evaluate equipment levels and prepare an inventory of mite equipment
    • Notify Mite Coordinator of Equipment needs for the next season

Desired Skills:

  • Strong organizational skills
  • Ability to effectively size equipment, and teach players how to wear equipment
  • Can work under pressure and with deadlines
  • Flexibility/Availability to staff equipment distribution at times immediately adjacent to the commencement of practices at each level of play within the mite program.
Reporting:

- This role reports to the Mite Program Director
- This person has a dotted line to the Equipment Director