

2024 Open Board Positions

Position: Volunteer and Event Coordinator

Job Type: Volunteer - Registration Compensation Offered

Role Overview: The Volunteer and Event Coordinator is a new and exciting role on the Volleyball Board at ARAA, aimed at enhancing the involvement of parents, expanding program offerings to include tournaments, and implementing routine fundraising activities. This role is pivotal in driving community engagement, supporting program expansion, and increasing resources for coaches and players.

Key Responsibilities:

Volunteer Recruitment and Management:

- Develop and implement strategies for increasing parent and community volunteer involvement in all aspects of the volleyball program.
- Organize and maintain a volunteer database, schedule volunteers for events, practices, and games, ensuring adequate support and participation.

Event Planning and Coordination:

- Plan and coordinate new volleyball tournaments, including local, regional, and potentially national competitions.
- Manage all facets of event logistics, from scheduling to coordinating with referees and ensuring compliance with volleyball standards.

Fundraising and Sponsorship:

- Identify and execute fundraising opportunities to help reduce program costs and increase funding for essential resources like coach salaries.
- Develop relationships with local businesses and potential sponsors to secure financial and in-kind support for events and the overall volleyball program.

Program Development:

- Work closely with the Volleyball Board to explore and implement new program offerings that cater to different age groups and skill levels.
- Evaluate program performance and suggest improvements to enhance participant experience and program growth.

Communication and Promotion:

- Effectively communicate upcoming events, tournaments, and fundraising activities to the community through various channels, including social media, newsletters, and community bulletins.
- Act as a liaison between the volleyball program and other community groups to promote events and increase participation.

Qualifications:

- Strong leadership and organizational skills with the ability to manage multiple projects simultaneously.
- Ability and desire to engage with and mobilize community members.
- Passionate about sports, youth development and community development.

Time Commitment:

- This role requires a flexible time commitment, including evenings and weekends, especially during events and key planning periods.

Position: Communications and supplies

Job Type: Volunteer - Registration Compensation Offered

Meetings and Logistics:

- Take charge of organizing our monthly gatherings, ensuring each setting is ideally prepared. Aid in creating agendas to keep our communications streamlined and capture key points in detailed minutes.
- Be the central figure in crafting clear and impactful communications. Ensure messages to parents, teams, and coaches are cohesive, fostering a strong sense of community.
- Lead the evolution of our communication efforts, representing the organization's values and vision. Your role will be pivotal in innovating the ways we connect and engage with our vibrant community.

Digital Engagement Coordinator:

- Boost our online presence by crafting strategic social media posts. Highlight our events, celebrate tournament successes, and encourage community engagement with captivating content.
- Keep our website updated and user-friendly, making it the go-to source for information on our organization's activities and news

Equipment and Uniform Manager:

- Ensure the procurement and maintenance of gear and uniforms, keeping our team prepared and looking sharp.
- Manage the logistics of our equipment storage and inventory with precision, ensuring an efficient process for tracking and distribution.
- Act as the primary point of contact for any inquiries or concerns regarding gear and uniforms, ensuring issues are resolved promptly and efficiently.

Position: House Director

Role Overview: The House Director is a pivotal role within the Volleyball Board at ARAA, tasked with overseeing the effective operation and administration of the house volleyball program. This includes managing team formation, scheduling, equipment, and communications among other key duties. The House Director ensures all aspects of the program run smoothly, promoting a positive and engaging environment for all participants.

Key Responsibilities:

Program Administration:

- Oversee the registration process including monitoring start, end, and duration of registration periods.
- Respond to emails promptly, addressing inquiries and concerns related to the volleyball program.

Logistics Coordination:

- Coordinate gym time and space with local organizations (Lord Of Life) to ensure adequate facilities for practices and games.
- Create and manage volleyball teams, ensuring balanced and competitive groupings.

- Develop comprehensive schedules for practices and games that optimize facility use and participant availability.

Team and Personnel Management:

- Recruit and select coaches, providing necessary training and resources to foster their effectiveness and development.
- Act as the POC for all practice sessions and game-related queries.
- Organize referees for games, ensuring fair play and adherence to game rules.

Communication and Relationship Management:

- Facilitate clear and consistent communication with parents, coaches, and other stakeholders to ensure they are informed and engaged.
- Maintain and nurture relationships with other associations and LOL for collaborative events and games.

Equipment and Apparel: (In partnership with Supplies & Communications)

- Confirm that all necessary equipment is ready and in place for both practices and games.
- Select team shirts and coordinate their distribution to players and coaches.

Event and Game Management:

- Coordinate with other associations for inter-association games and events.
- Ensure that all logistical aspects of games are managed, from facility booking to staffing.

Time Commitment:

- The time commitment may vary, but typically requires several hours per week, increasing around the start and end of the registration periods and during the peak season.

Benefits:

- Contributing to the community and promoting healthy, active lifestyles.
- Developing and growing a youth sports program
- Building relationships within the community and with sports enthusiasts.
- *Compensation offered*