



## Home & School Association 2015-2016 SPORTS PROGRAM Volunteering



Parent's Name: \_\_\_\_\_ Students' name(s)/grade(s) in Sept: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email: \_\_\_\_\_

Dear Parents:

In order to offer all our Sports Programs to the children each year, we need sufficient parent/adult volunteers. Please consider volunteering any time you have available. Our veteran coaches/directors will help you.

Thank you.

Davis Cushing, Athletic Director

**Important Note to all Volunteers** – The Archdiocese of Newark requires ALL adults who work with children to complete the “**Protecting God’s Children**” program. *The schedule and on-line registration for the workshop can be found at [www.rcan.org/charter](http://www.rcan.org/charter). The paperwork can be found on the school website at [www.htisnj.com/menuProtectingGodsChildren/pgc-main.html](http://www.htisnj.com/menuProtectingGodsChildren/pgc-main.html). Please contact the school office with any questions.*

Please initial the appropriate line:

\_\_\_\_\_ I have completed the program and submitted the required documents to the school office.

\_\_\_\_\_ I have **not** completed the program or have **not** submitted the required documents but I plan on doing so.

If both parents plan on volunteering, please write each first name next to the checked boxes in question.

Last Name: \_\_\_\_\_

## Home & School Association – SPORTS PROGRAM Volunteer Sheet 2015-2016

Event/Committee	Description	Director	Coach	Other Positions Needed	Approximate Commitment
<b>Sports Committee Executive Board</b>	Ensure compliance with School & League Policies. Sports budget & expense management Set Participation Fees Generate Alternative Revenue Manage Schedules & Facilities Usage Interact with H.S.A.			<input type="checkbox"/> Athletic Director <input type="checkbox"/> Treasurer <input type="checkbox"/> Recording Secretary <input type="checkbox"/> Facilities Manager/Scheduler <input type="checkbox"/> Concessions <input type="checkbox"/> Tournament Committee	Monthly Meeting (2 Hrs) 2 – 4 hrs per week. Varies according to season & needs.
<b>Basketball Program</b>	<b>Season: September – April</b> Pre-season: Sep – Dec. Try-outs & Practices Regular Season: Dec – Mar. 20-30 Games. Post Season: April. Play-offs & Tournaments.  <b>Director:</b> Select Coaches. Coordinate try-outs & practices League Meetings & Scheduling Budget & Equipment purchase	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Team Parent/Manager <input type="checkbox"/> Practice Parent <input type="checkbox"/> Recording Secretary <input type="checkbox"/> Facilities Manager/Scheduler <input type="checkbox"/> Concessions Manager <input type="checkbox"/> Vending Machine Manager <input type="checkbox"/> Tournament Committee  <b>Level:</b> <input type="checkbox"/> K-1 <sup>st</sup> grade clinic <input type="checkbox"/> 2 <sup>nd</sup> grade co-ed <input type="checkbox"/> 3 <sup>rd</sup> grade co-ed <input type="checkbox"/> 4 <sup>th</sup> grade <input type="checkbox"/> boys or <input type="checkbox"/> girls <input type="checkbox"/> 5 <sup>th</sup> /6 <sup>th</sup> <input type="checkbox"/> boys or <input type="checkbox"/> girls <input type="checkbox"/> 7 <sup>th</sup> /8 <sup>th</sup> <input type="checkbox"/> boys or <input type="checkbox"/> girls	<b>Director:</b> 2–4 hrs weekly + annual league meetings.  <b>Coach –</b> 2 try-outs in Sept. 2 Practices weekly 2 games weekly  <b>Clinic</b> 1.5 hours per week for approximately 6 weeks
<b>Bowling</b>	Interest finders & alley arrangements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Practice Parent	2 hrs per week in season.
<b>Cheerleading</b>	Weekly Practices and 10 - 12 home games.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Practice Parent	2-3 hrs weekly Nov – Mar.
<b>Cross Country</b>	Weekly Practices and 3 - 4 meets.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Practice Parent	2-3 hrs weekly Sep - Nov.
<b>Golf</b>	Interest finders & course arrangements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Practice Parent	2-3 hrs weekly Apr – May.
<b>Softball</b>	<b>Season: March – June</b> Pre-Season: March. 3 hrs practice weekly. Regular Season: April – May. 10-12 Games Post-Season: June. Play-offs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Practice Parent	Practices: 2 per week Games: 2 per week After school (3:30 – 6:00)
<b>Track and Field</b>	<b>Season: March – June</b> Director: Interest Finders and scheduling. Coordinate Home Meet Logistics. Coach: Training Regimen, Practices, & Meets.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Team Parent / Manager <input type="checkbox"/> HTIS Invitational-Meet Director <input type="checkbox"/> Track Meet Volunteers <input type="checkbox"/> Concessions	3 hrs practice weekly 4-6 Meets.

If both parents plan on volunteering, please write each first name next to the checked boxes in question.

Last Name: \_\_\_\_\_

Event/Committee	Description	Director	Coach	Other Positions Needed	Approximate Commitment
<b>Volleyball (Fall)</b>	<b>Season: Sept – Nov</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Practice Parent <input type="checkbox"/> 4 <sup>th</sup> -6 <sup>th</sup> girls <input type="checkbox"/> 7 <sup>th</sup> -8 <sup>th</sup> girls	3 hrs practice weekly 10-12 Matches (Saturday AMs – Incl. Play-offs)
<b>Volleyball (Winter)</b>	<b>Season: Jan - Apr</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Practice Parent <input type="checkbox"/> 5 <sup>th</sup> to 8 <sup>th</sup> co-ed	3 hrs practice weekly 18 Matches (weeknight or weekends, + tournament)