

## **Lessons-JO1 Opportunities-**

### **Athlete Bag/Athlete Tag Coordinator (Lessons-JO1 parent):**

- Coordinate and seek donations of items for the athlete events, including Christmas Invitational, All-Star Meet and any other diving events YCF Diving hosts throughout the year.
- Stuff the bags prior to the respective meet.

### **Dive-a-thon Coordinator (Lessons-JO1 parent):**

- Coordinates with graphic design event posters for print and social media.
- Coordinates and distributes the forms for the event which typically takes place in November.
- Coordinates the food for the event.
- Works with the YMCA on the event setup.
- In-charge of decorating for the event.
- Coordinates the distribution of prizes after the event takes place.

### **Dive-a-thon Silent Auction Coordinator (Lessons-JO1 parent)**

- Coordinates donations and setup of the silent auction at the Dive-a-thon.
- Creates baskets for the silent auction.
- Distributes items and collects money.

### **Special Event Coordinator (Lessons-JO1 parent):**

- Coordinates with coaches on any special events that YCF Diving hosts. Examples include the Halloween Costume Party, Dive-a-thon Pizza Party and Team Picnic.
- These items are not regularly scheduled and pop-up throughout the year.

### **Graphics Coordinator (Lessons-JO1 parent):**

- Creates graphics, print and social media, on an as needed basis for events and publications throughout the year including but not limited to, Dive-a-thon, Christmas Invite, All-Star Meet and athlete tags.

### **Bulletin Board Coordinator (Lessons-JO1 parent):**

Keeps bulletin board up to date and creative throughout the year.

## **JO2-5 Opportunities-**

### **Meet Volunteer Coordinator (JO2-5 parent):**

- Create sign-up genius for all meets and events including Dive-a-thon, Christmas Invitational, All-Star Meet and any other diving events YCF Diving hosts throughout the year.

- Be on site for the meets and events unless you have coverage and actively managing the volunteer check-in and filling open slots throughout the day.

## **Meet Concession Coordinator (JO2-5 parent):**

- Shopping for concession items for the respective event.
- Managing the operations of the concession during the event.
- Coordinating daily lunch from outside vendor for the event.
- Be on site for the events unless you have coverage.
- Actively managing the concession throughout the day.

## **Awards Coordinator (JO2-5 parent):**

- Coordinate setup and decoration of award stage
- Organize awards for each category prior to the meet
- Hand out awards for each event

## **Meet Hospitality Coordinator (JO2-5 parent):**

- Coordinate with the YMCA and the Concession Coordinator breakfast and lunch for the coaches hospitality room during the respective events.
- Manage the set-up of the hospitality room for the respective events.
- Be on site for the events unless you have coverage and actively managing the hospitality room throughout the day.

## **Meet Registration Table Coordinator (JO2-5 parent):**

- Puts together check-in books for the registration tables.
- Manages the operations of the registration table during the event.
- Ensures any changes to dive lists get to the meet coordinator.
- Be on site for the events unless you have coverage and actively managing the registration table throughout the day.

## **Room Block Coordinator (JO2-5 parent):**

- Secures the room blocks on behalf of the team for all meets attended throughout the year.
- Requires scheduling far in advance.

## **Website Coordinator (JO2-5 parent):**

- Updates and manages the YCF Diving website on behalf of the team.

## **Facebook Coordinator (JO2-5 parent) :**

- Updates and manages the YCF Facebook page on behalf of the team.

**Meet Director (JO2-5 parent):**

- Handles all meet technology needed to run and host a meet.
- Be on site for the events unless you have coverage and actively managing the registration table throughout the day.

**Athlete Stars (JO2-5 parent):**

- Creates personalized athlete stars for YMCA Nationals, Zones and Regional meets.

**Treasurer (JO2-5 parent):**

**Team Outfitting/Spirit Items Coordinator (JO3-5 parent):**

- Coordinates team swimsuit and parent gear on behalf of YCF Diving with vendors.
- Coordinates distribution of items to the athlete.

Please contact Sherry Gutch at 407-883-0523 or [sgutch@cfl.rr.com](mailto:sgutch@cfl.rr.com) to discuss any of these opportunities.