

## **LSC Express**

### **Open Volunteer Board Positions**

We are growing and we need your help! The very backbone of our organization is built on the number of dedicated volunteers who run the club. The following positions are currently open. If you think any of them would be a good fit for you to join the LSC board, we want to hear from you! Email us at [londonderry.soccer@londonderrysoccer.org](mailto:londonderry.soccer@londonderrysoccer.org).

**U4 Coordinator** will manage the U3/U4 divisions and oversee the rostering of players on teams. The coordinator will communicate with parents of players in this division and ensure each team is staffed with a minimum of 1 head coach and if possible, an assistant coach. Attention to detail is crucial in striving to accommodate friend requests but making fair and just decisions without “stacking” a team. The coordinator will need to be flexible and able to work as a team with other board members and be able to attend board meetings, which are scheduled regularly once a month and suspended during the winter months. The coordinator will assist in putting equipment bags together at the start of each season and be available at the Intro to Fields Night when coaches meet players and pick up equipment. The week prior to Opening Day is very busy and the coordinator needs to be flexible and able to meet the demands required, which are busy especially at the start of the soccer season in the fall and spring but begin to taper off once the season is underway. The coordinator should be available on some Saturdays to check in with coaches to ensure things are running smoothly and to address any issues that may arise throughout the season. This person should be familiar with working with Google sheets. Initially, this person will shadow the existing coordinator for 1-2 seasons to learn the process and to learn to use the GotSoccer system. The U4 Coordinator will complete a child safety background check, as is mandatory for all board members.

**U6 Coordinator** will manage the U5/U6 divisions and oversee the rostering of players on teams. The coordinator will communicate with parents of players in this division and ensure each team is staffed with a minimum of 1 head coach and if possible, an assistant coach. Attention to detail is crucial in striving to accommodate friend requests but making fair and just decisions without “stacking” a team. The coordinator will need to be flexible and able to work as a team with other board members and be able to attend board meetings, which are scheduled regularly once a month and suspended during the winter months. The coordinator will assist in putting equipment bags together at the start of each season and be available at the Intro to Fields Night when coaches meet players and pick up equipment. The week prior to Opening Day is very busy and the coordinator needs to be flexible and able to meet the demands required, which are busy especially at the start of the soccer season in the fall and spring but begin to taper off once the season is underway. The coordinator should be available on some Saturdays to check in with coaches to ensure things are running smoothly and to address any issues that may arise throughout the season. This person should be familiar with working with Google sheets. Initially, this person will shadow the existing coordinator for 1-2 seasons to learn the process and to learn to use the GotSoccer system. The U6 Coordinator will complete a child safety background check, as is mandatory for all board members.

**U10 Coordinator** will manage the U9/U10 division and oversee the rostering of players on teams. The coordinator will communicate with parents of players in this division and ensure each team is staffed with a minimum of 1 head coach and if possible, an assistant coach. This person will coordinate the practice night schedules for coaches and try to schedule them on different nights of the week. This is more challenging in the fall season when there are additional limitations on field space having to practice on the field with lights. Attention to detail is crucial in striving to balance teams according to age, gender and skill, accommodate friend requests and practice night preferences, but making fair and just decisions without “stacking” a team. The coordinator will need to be flexible and able to work as a team with other board members and be able to attend board meetings, which are scheduled regularly once a month and suspended during the winter months. The coordinator will assist in putting equipment bags together at the start of each season and schedule a time for coaches to pick up equipment before the start of their first practice week. The coordinator should be available on some Saturdays to check in with coaches to ensure things are running smoothly and to address any issues that may arise throughout the season. The coordinator will be available for the end of the fall season play-offs, in which this division participates, in the distribution of medals and trophies. The week prior to Opening Day is very busy and the coordinator needs to be flexible and able to meet the demands required, which are busy especially at the start of the soccer season in the fall and spring. This person should be familiar with working with Google sheets. Initially, this person will shadow the existing coordinator for 1-2 seasons to learn the process and to learn to use the GotSoccer system. The U9/U10 Coordinator will complete a child safety background check, as is mandatory for all board members.

**Website/Media Coordinator** will maintain the club’s website, including competitive and recreational divisions. The person should be able to respond to requests to upload new information, edit existing information, etc., in a timely manner. This person will also post information on our social media sites (Facebook, Twitter, Instagram) for various events, including, but not limited to, registration information and links, tournament/play-off info, reminders, photos, etc. The Website/Media Coordinator will complete a child safety background check, as is mandatory for all board members.

**Sponsorship/Fundraising Coordinator** - As a key member of LSC, this person will be responsible for establishing and maintaining relationships with area businesses. Key responsibilities will include securing sponsorships for the league (either team sponsors or businesses interested in advertising via a banner at the field complex), exploring corporate sponsorship opportunities (i.e. a business sponsoring an entire division rather than just a single team) and presenting and implementing fundraising efforts for long-term projects (i.e. installing lights on Field 2). The Sponsorship Coordinator will work closely with LSC’s Equipment Coordinator to ensure team sponsors are assigned to the appropriate divisions/teams in regard to uniform orders and will work closely with other members of the Board in regards to any cross-promotional endeavors. Ideal person will have excellent communication skills, be familiar with Google Sheets and Google Docs, and be comfortable presenting ideas to the Board at

monthly meetings. Prior Business Development experience and interest would be a plus but is not required. The Sponsorship/Fundraising Coordinator will complete a child safety background check, as is mandatory for all board members.