

### 2006-2007 YECL BASKETBALL VOLUNTEERS

POSITION:	NAME:	DUTIES:
<b>DIRECTOR</b>	Connie Gilson 435-5555 cgilson@telus.net	Advertise and book Fall Registration. Organise Teams and Coaches. Attend all EYBA and YECL Meetings. Daily communication between EYBA, YECL, Coaches and Parents via phone or email.
<b>TREASURER</b>	Janice Champion 437-0562 jchamp@shaw.ca	Collect and deposit all checks. Prepare and balance the basketball budget. Communicate with YECL treasurer.
<b>DATA ENTRY</b>	Vacant	Collect Team lists from Director. Fill out Submission forms for all teams and submit to EYBA. Report any missing information. Copies to Director, Treasurer, Volunteer Coordinator and Coaches.
<b>UNIFORMS</b>	Shauna Burbank 433-3356 shawnaburbank@shaw.ca	Order, Distribute, Keep Record and Collect Uniforms. Report unreturned uniforms to treasurer for uniform deposit to be used.
<b>EQUIPMENT</b>	Barbara-Jean Lake-Ramnath 438-2440	Order, Distribute, Keep Record and Collect Basketballs, Bags, First Aid Kits, Pumps and Clip Boards.
<b>COACHES BINDERS</b>	Vacant	Prepare, Order, Distribute, Keep Record and Collect the Binders.
<b>VOLUNTEER COORDINATOR</b>	Barb Petrunia 440-4645 barblkku@ocii.com	Keep a list of all Basketball volunteers. Call for volunteers when needed. Submit Volunteer list to Treasurer for reimbursement.(April 2007)
<b>TEAM PHOTOS</b>	Vacant	Organise team photos for <b>all</b> YECL teams. (Photographer Bob Winchester 465-5832)
<b>COACHES</b>	Attend all practices and games. Distribute & Collect Uniforms. Submit uniform # and player name to Uniform Volunteer. Look after the equipment and binder. Report games to EYBA. Have Fair Play Codes signed and returned to Director.	
<b>ASSISTANT COACH</b>	Assist <b>all</b> coaches duties. Fill in <b>as coach</b> when coach away.	
<b>TEAM PARENT</b>	Phone for missing information and give to Coach & Director. Help coaches with phoning and information distribution. Help coaches organise Year End Party.	
<b>SCOREKEEPERS TIMEKEEPERS</b>	Attend <b>all</b> games as the scorekeeper or timekeeper. Find replacement when not able to attend.	
<b>BINGO WORKERS</b>	10 Bingo Workers needed by the EYBA. Held Saturday or Sunday at the Kensington Bingo Centre. 12538 132 Avenue. Shift from: 11 am till 4 pm. YECL fined \$100.00 per person that doesn't show.	
<b>REGISTRATION</b>	10 volunteers needed to work at Registration.	