

West Potomac Crew Boosters Volunteer/Fundraising Policy 2016-2017 Season

The West Potomac Crew Boosters (WPCB) Team is truly a team in every sense of the word. The dedication and hard work of the student athletes, coaching staff, and parents/supporters form the three pillars essential for the Team's success. Just as it is with any team or organization, the strength of the team depends upon all members fulfilling their roles to the best of their ability. Because the WPCB Team is not funded by Fairfax County Public Schools, fundraising and parent volunteering are absolute necessities for the Team to operate. To keep the cost of participation for the students at affordable levels, WPCB depends upon every parent/family to actively participate in a volunteer capacity, performing duties required for the team to compete.

As a WPCB parent/family volunteer, you perform important duties in support of the team while getting to know the athletes, coaches, and the other parents/family members. Many of our parents/family members have found this aspect of volunteer participation to be especially rewarding, in addition to the satisfaction that comes from contributing to the success of an outstanding program for student athletes.

The volunteer opportunities are broad and diverse, offering each parent/family member a wide choice of volunteer roles that suit their individual talents, skills, and availability. While it is expected and desired that parents/family members actively participate in a volunteer role, circumstances may prevent some from being able to do so. Missed volunteer opportunities can be fulfilled by performing additional, pre-approved volunteer shifts. Families will be required to pay an additional \$150 for each volunteer duty missed. This policy ensures everyone has a personal investment and promotes an atmosphere of mutual effort and respect.

There is no sporting event in High School as exciting as watching a group of outstanding young men and women expending every ounce of energy, in synchronous harmony, as they power down the race course to the finish line. It is a thing of beauty!

The WPCB Team looks forward to welcoming you to the program.

If you have questions please visit the West Potomac Crew website (wpcrow.org) and/or contact a WPCB Board Member for additional information.

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RETURNING Athletes and Families

1. Student Athletes must participate in Tag Days _____ (Rower)
2. Student Athletes must participate in Erg-a-thon on-line fundraiser _____(Rower)
(This fundraiser requires rowers to raise \$150 or pay difference)
3. Each family (athlete and adult) must participate in **TWO** wreath sale shifts _____(Parent) _____(Rower)
4. Parent from each family must volunteer for a VASRA duty at **ONE** regatta _____(Parent)
Sign up will be sent out in February
5. Parent from each family must staff a hospitality tent shift at **ONE** regatta _____(Parent)
Descriptions posted at wpcrow.org
6. Parent from each family must select and perform the duties of **ONE** Coordinator position _____(Parent)
Descriptions posted on wpcrow.org
7. Each family (athlete and adult) must participate in **ONE** Operational Support Day (site set up, site tear down, dock maintenance, etc.) or additional fundraising activity as coordinated with VP Ways and Means. _____(Parent) _____(Rower)
8. Missed volunteer duties can be fulfilled by performing additional, pre-approved volunteer shifts, however, any family not fulfilling all requirements of the WPCB Volunteer Policy by June 1st will be assessed a \$150 fine for **each** requirement left unfulfilled. _____(Parent) _____(Rower)

Parent Signature _____ Date _____

Athlete Signature _____ Date _____

Tracking of volunteer participation will be done by the Member- At - Large.

*Board members are exempt from items 3-8

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NEW Athletes and Families

1. New Student Athletes must participate in Spring Tag Day. _____(Rower)
2. Student Athletes must participate in Erg-a-thon on-line fundraiser _____(Rower)
(This fundraiser requires rowers to raise \$150 or pay difference)
3. If participating in Winter Conditioning, each family (athlete and adult) must participate in **TWO** wreath sale/decorating shifts _____(Parent) _____(Rower)
4. Parent from each family must volunteer for a VASRA duty at **ONE** regatta _____(Parent)
Sign up will be sent out in February
5. Parent from each family must staff a hospitality tent shift at **ONE** regatta _____(Parent)
Descriptions posted at wpcrow.org
6. Parent from each family must select one Volunteer Coordinator to assist _____(Parent)
Descriptions posted at wpcrow.org
7. Each family (athlete and adult) must participate in **ONE** Operational Support Day (site set up, site tear down, dock maintenance, etc.) or additional fundraising activity as coordinated with VP Ways and Means. _____(Parent) _____(Rower)
8. Missed volunteer duties can be fulfilled by performing additional, pre-approved volunteer shifts, however, any family not fulfilling all requirements of the WPCB Volunteer Policy by June 1st will be assessed a \$150 fine for each requirement left unfulfilled. _____(Parent) _____(Rower)

Parent Signature _____ Date _____

Athlete Signature _____ Date _____

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West Potomac Crew Boosters Volunteer/Fundraising Policy 2016-2017 Season

Coordinators Reporting to VP Ways and Means Jennifer Forsythe Fundraising@wpcrew.org

- (2) Wreath Sales - Hollin Hills Site Coordinators
- (1) Wreath Sales - Sandburg Site Coordinator Supervisor
- (4) Wreath Sales – Sandburg Site Weekly Coordinators
- (1) Wreath Sales - Decorating Coordinator
- (1) Wreath Sales - Volunteer Coordinator (scheduling)
- (2) Tag Day Coordinator
- (1) Amazon/CFC Coordinator
- (1) Restaurant Nights Coordinator
- (1) Mum Sales Coordinator
- (3) Erg-A-Thon Coordinators

Coordinators Reporting to Member-at-Large Carolyn White Volunteers@wpcrew.org

- (2) Hospitality Tent Volunteer Coordinators
- (2) Chuck Wagon Transport (Occoquan, Mathews, others as determined)
- (1) Hospitality Supply Cleaning and Maintenance (tarps, coolers, tables)
- (1) End of Season Picnic Coordinator
- (1) Hospitality Tent Maintenance

Coordinators Reporting to Treasurer Chris Calogero Treasurer@wpcrew.org

- (2) Finance Audit Committee

Coordinators Reporting to Secretary Jeff Brodie Secretary@wpcrew.org

- (1) VASRA Rep and Volunteer Coordinator
- (1) Recruiting/Novice Family Liaison Coordinator
- (1) PTSA Liaison
- (1) WABC Liaison

Coordinators Reporting to VP Admin Jeff Hammer VPAdmin@wpcrew.org

- (1) Stotesbury Coordinator (Paperwork)
- (2) Stotesbury Hospitality Tent Coordinator
- (1) AP Testing Coordinator for Stotesbury
- (1) Spirit Wear/Uniform Coordinator
- (1) VASRA Trophy Coordinator
- (1) VASRA Trophy Coordinator Assistant
- (1) Weekly Boat dinner Coordinator

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Coordinators Reporting to VP Operations Jeff Burcham VPOperations@wpcrow.org

Operations Committee consists of the following:

- (1) Shell Coordinator
- (3) Shell Trailer Towing
- (1) Dock Towing Coordinator
- (1) Launch Coordinator
- (1) Motor Coordinator
- (1) Fuel Coordinator
- (1) Site Coordinator
- (1) Assistant Site Coordinator
- (1) Fitness Equipment Coordinator
- (1) Assistant Fitness Coordinator
- (1) Fitness/Trainer Coordinator

Coordinators Reporting to Social Secretary Sheri Lapan social@wpcrow.org

- (1) Website Coordinator
- (1) Website Assistant
- (2) Parent Welcome dinner hosts (Men's and Women's)
- (2) Photographer
- (1) Publicity
- (1) Social Media Coordinator