

West Potomac Crew Boosters Volunteer/Fundraising Policy 2017-2018 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 _____(Initial)
2. Student Athletes must participate in Erg-a-thon on-line fundraiser _____(Initial)
(This fundraiser requires rowers to raise \$150 or pay difference)
3. Each family (athlete **and adult**) must participate in **TWO** wreath sale shifts _____(Initial)
4. Parent from each family must volunteer for a VASRA duty at **ONE** regatta _____(Initial)
Sign up will be sent out in February
5. Parent from each family must staff a hospitality tent shift at **ONE** regatta _____(Initial)
Descriptions posted at wpcrow.org
6. Parent from each family must select and perform the duties of **ONE** Coordinator position
<http://www.signupgenius.com/go/20f0445ada62ea02-west> _____(Initial)
Descriptions posted on wpcrow.org
7. Each family must participate in **ONE** Operational Support Day _____(Initial)
(site set up, site tear down, dock maintenance, etc) or additional fundraising activity
(mum sales, Tag Day driver)
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. _____(Initial)

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. _____(Initial)
2. Student Athletes must participate in Erg-a-thon on-line fundraiser _____(Initial)
(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
_____ (Initial)
4. Parent from each family must volunteer for a VASRA duty at **ONE** regatta _____(Initial)
Sign up will be sent out in February
5. Parent from each family must staff a hospitality tent shift at **ONE** regatta _____(Initial)
Descriptions posted at wpcrow.org
6. Each family must participate in ONE Operational Support Day _____(Initial)
(site set up, site tear down, dock maintenance, etc) or additional fundraising activity
(mum sales, Tag Day driver)
7. 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. _____(Initial)

Parent Signature _____ Date _____

Athlete Signature _____ Date _____

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

*Board members are exempt from items 3-7

West Potomac Crew Boosters Volunteer/Fundraising Policy 2017-2018 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
- (3) Wreath Sales – Sandburg Site Weekly Coordinators
- (1) Wreath Sales - Decorating Coordinator
- (1) Wreath Sales - Volunteer Coordinator (scheduling)
- (1) Tag Day Coordinator
- (1) Amazon/CFC Coordinator
- (1) Restaurant Nights Coordinator
- (1) Mum Sales Coordinator
- (2) Erg-A-Thon Coordinators

Coordinators Reporting to Member-at-Large Brent and Sarah Hill Volunteers@wpcrew.org

- (1) Hospitality Tent Volunteer Coordinators
- (2) Chuck Wagon Transport (Occoquan, Baltimore, Mathews)
- (2) 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

- (3) Finance Audit Committee

Coordinators Reporting to Secretary John Worth Secretary@wpcrew.org

- (1) VASRA Rep and Volunteer Coordinator
- (1) Recruiting/Novice Family Liaison Coordinator
- (2) Parent Welcome dinner hosts (Men's and Women's)
- (1) PTSA Liaison
- (1) WABC Liaison

Coordinators Reporting to VP Admin Brent Breining VPAdmin@wpcrew.org

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

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Coordinators Reporting to VP Operations James and Terry Gilmartin VPOperations@wpcrew.org

Operations Committee consists of the following:

- (1) Shell Coordinator
- (3) Shell Trailer Towing
- (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@wpcrew.org

- (2) Website Coordinator
- (2) Photographer
- (1) Publicity
- (1) Social Media Coordinator
- (1) Spring Break Picnic
- (1) End of Year Picnic\