



# Paris Soccer Club Fundraiser

## **Role**

Support Paris Soccer Club with raising additional funds to assist with improving our fields and expanding the business of our club.

## **Help the association to**

- Bring awareness and generate funds to support small, medium and large investments for the club.

## **Time commitment**

- One year term
- On average, 3-4 hours per week

## **Responsibilities**

- Work with special events volunteer to find a way to generate funds to support PSC.
- Present fundraising ideas and proposals to Executive for review, discussion and approval.
- Create a critical path for each fundraising venture.
- Work with sponsorship volunteer to review potential sponsors and identify the level of funding goal for each sponsor.
- Create and manage a recognition program to thank our sponsors and supporters to ensure that we retain them for years to come.
- Create fundraising marketing pieces and deliver presentations to groups in the hopes of soliciting funds to support new purchases.
- Create capital campaigns to raise funds to cover the expenses with new buildings, field purchase, large equipment, lighting or an indoor facility.
- Attend PSC Executive meetings as required.

## **You are**

- *interested in the sport of community soccer*
- *willing to share your knowledge, experience and passion of soccer with your players and fellow coaching staff*
- *committed to the confidentiality of all Paris Soccer Club including player records*
- *genuine interest in participating and supporting community volunteer events*
- *interested in community development in Brant county*

### Requirements & qualifications

- Fundraising experience
- Business knowledge
- Marketing knowledge

### Benefits

- Gain valuable experience
- Support a volunteer led sports organization
- Meet new friends and increase your social circle
- Promote soccer throughout Brant County

### Key contacts

- Paris Soccer Club Executive
- Paris Soccer Club Sponsorship Convenor
- Paris Soccer Club Grant Writer
- Paris Soccer Club Communications & Marketing

### Training / Orientation

- Paris Soccer Club Volunteer Handbook provided
- Paris Soccer Club Constitution
- Paris Soccer Club Policies/Procedures Manual
- Paris Soccer Club – coaches handbook

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### Agreement

“We have discussed this volunteer position description and I make a commitment to carrying out these responsibilities to the best of my ability for \_\_\_\_\_. (Length of time)

I am accountable to \_\_\_\_\_ for my work within this position.

\_\_\_\_\_  
Volunteer signature

\_\_\_\_\_  
Date

“In turn, the club commits to supporting

\_\_\_\_\_ in his/her volunteer work.

\_\_\_\_\_  
Coordinator of Volunteers

\_\_\_\_\_  
Date

### Intake checklist

- volunteer information form updated*
- position description reviewed and signed*
  - copy to file*
  - copy to volunteer*
- volunteer information added to Paris Soccer Club volunteer contact list*

### Follow-up

- at one year*  
Date: \_\_\_\_\_

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**To apply to any Paris Soccer Club volunteer position, please contact:**

Paris Soccer Club’s –  
Volunteer Coordinator:

[admin@parissoccer.ca](mailto:admin@parissoccer.ca)

Visit us at:

[www.parissoccer.ca](http://www.parissoccer.ca)