



Paris Soccer Club Sponsorship Convenor

Role

Manage PSC's sponsorship program by recruiting new sponsors and maintain good relations with existing sponsors to ensure that they continue to be a sponsor and/or increase their level or diversity of sponsorships.

Help the association to

- Obtain sponsorships to support the purchase of soccer uniforms, equipment, operational costs and other club costs.

Time commitment

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

Responsibilities

- Create a sponsorship campaign to retain and locate new sponsors.
- Develop a sponsorship program with different levels of sponsorship and how each level supports the club from purchasing balls to sponsoring a tournament.
- Create a recognition program for sponsors to thank them for their support.
- Communicate with the other members of Twin Rivers Soccer to collaborate and work better together.
- Create a sponsorship contact list either in a database or on a spreadsheet for reference and to track communication and sponsorships.
- Provide thank you letters, plaques and offer other recognition pieces.
- 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

- Strong written and oral skills
- Database management skills
- Presentation and accounting abilities

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 President
- Paris Soccer Club Treasurer
- Paris Soccer Club Fundraiser

Training / Orientation

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

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: _____

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

Paris Soccer Club's –
Volunteer Coordinator:

admin@parissoccer.ca

Visit us at:

www.parissoccer.ca