

Coquitlam Skating Club Volunteer Form

The Coquitlam Skating Club (CSC) is run entirely by volunteers like you. While none of us have unlimited hours available to commit to the club, we do believe that each of us can take on at least one or two tasks a season. To ensure that everyone contributes to the volunteer pool, each family of a CSC skater in our **Early Figure Skating Academy, Junior, Intermediate, Senior, Dance, Synchro, Adult and Teen** programs ***MUST*** complete this volunteer form and send it in with their skater's registration form(s). All information will be compiled into a Volunteer Database so we can make more effective use of our volunteers. Important notices or announcements will also be sent via e-mail to the e-mail addresses noted by our members below.

Early Figure Skating Academy and higher discipline Registration Forms not accompanied by this completed Volunteer Form WILL NOT be processed!!

Name of Skater: _____ Home Phone: _____

Parents Names: _____

Parents E-mail Addresses: _____

Parents Occupations*: _____ **HOME CLUB:** _____

*This information is only being requested so that we may have a better idea of what skill sets our membership possesses.

Please indicate your volunteer interest by check mark

CSC Open House / Bring a Friend Skate / Auditions & Program Registration / Used Skate & Dress Sale (September)

- Set up / Take Down
- Registration
- Skate and Dress Sale
- Serve food & drinks

Club Fundraising:

- Act as Club Fundraising Coordinator
- Fundraising Event Planner:
 - Assisting the Club Fundraising Coordinator by taking on one fundraising function
 - Organizing a fundraising event (ex. Meat sale or frozen baked goods sale OR _____)

Pub Nights (Club Fundraiser)

- Event Planner
- Ticket Sales
- Purchase Prizes
- Assist where required

Baking Volunteers

- Supply baking for test days & other special events

Recycling Coordinator

- Manage the club's recycling program: Cans & bottles collected in the club lobby to be regularly taken to a recycling depot & the monies forwarded to the Club Treasurer

Locker Rentals

- Manage the club's locker rental program

Signage Maintenance (Pick-up Truck required)

- 3 person team for putting up & taking down 4 large club signs around Coquitlam. Requires cordless drill & sledgehammer.
Up: End of August Down: Late October
Up: Mid March Down: Mid April

Family Skate with Santa Christmas Party

- Assist with event planning
- Set-up and Take Down
- Purchase Food & drinks
- Purchase prizes and give-aways
- Food Service
- Assist where required

Club Tracksuit volunteers

- Assist where required

Newsletter Publisher

- Produce & publish the club's monthly / bi-monthly newsletter

Bulletin Board Manager

- General upkeep of board; keep news up-to-date and change the background 3-4 times per year;

Kleenex & Medical Supply Monitor

- Monitor & replenish bandages, ice packs & Kleenex supply as required

Hi Test and/or Low Test Volunteers

- Play Music
- Registration
- Audit
- Starter
- Supply food and/or beverages for Judges & volunteers

Awards Banquet

- Bring Pot Luck Entrée or Dessert item
- Supply beverages (water/pop/juice)
- Assist with decorating the hall