



## PARENT COMMITTEE FORM

**Swimmer(s) Name(s):** \_\_\_\_\_ **Practice Group(s):** \_\_\_\_\_

**PLEASE PRINT & INDICATE 1<sup>ST</sup>, 2<sup>ND</sup> AND 3<sup>RD</sup> CHOICE WHICH COMMITTEE YOU WOULD LIKE TO JOIN.** NVST By-Laws state that each family volunteers one parent to actively participate in a committee. These committees are in addition to the **required** swim meet job and bingo rotation. *Please keep in mind you are indicating your preferences and there is no guarantee where you will be placed. If you have any previous related experience or additional comments that can help us when assigning you in a committee please explain on the other side of this sheet.*

<b>Father's Name:</b>	<b>Mother's Name:</b>
<i>Primary Phone:</i>	<i>Primary Phone:</i>
<i>Email:</i>	<i>Email:</i>

### STANDING

#### Alumni

Reaching out to past swimmers and their families for communication and fundraising.	<b>Father</b>	<b>Mother</b>
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#### Board Member

Consists of President, Vice-President, Secretary, Treasurer, and Three Members At Large.	<b>POSITION</b>	<b>FILLED</b>
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#### Budget

Work with the Board Treasurer and other Board appointed members to prepare the Annual Budget for Board and General Membership approval.	<b>POSITION</b>	<b>FILLED</b>
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#### Committee Coordinator

Coordinates and communicates with parents and Board members in assigning and reporting all standing, fundraising and social committees.	<b>Father</b>	<b>Mother</b>
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#### Communication

Work with the Board & Head Coach to inform the General Membership of team activities, schedules, meetings, and announcements. E-mails weekly the "Take Your Marks" newsletter and distributes information in families' file box on deck.	<b>POSITION</b>	<b>FILLED</b>
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#### Corporate Sponsors & Marketing

Work with Head Coach & Board to increase public awareness and obtain corporate sponsors for the team. Interact with other organizations such as schools, businesses, and civic groups.	<b>Father</b>	<b>Mother</b>
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#### Membership

Assist with collection of annual registration and throughout the swim season. Maintain and update coach's binders, team roster and swimmers mail boxes on deck. Handout parent handbook by request only.	<b>POSITION</b>	<b>FILLED</b>
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#### Practice Group Parent

A parent within their swimmer's practice group communicates with the coach and other parents to help relate information regarding group schedules, meetings, and social events. Welcomes new families and informs of team policies and procedures. Leads the phone tree for their practice group. Can be a shared responsibility.	<b>Father</b>	<b>Mother</b>
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#### Publicity

Work with the Board & Head Coach to increase public awareness of the NVST. Includes writing and submitting newspaper articles and interacting with other organizations such as schools and civic groups. Napa and Sonoma parents needed.	<b>Father</b>	<b>Mother</b>
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***(Continue on other side)***

## STANDING

### **Tabulator**

Work with the Board & Head Coach to keep updated copies of all team records. Assist the Publicity committee with meet results.	<b>POSITION</b>	<b>FILLED</b>
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### **Team Apparel**

Process and deliver orders for team wear; t-shirts, shorts, sweatshirts, parkas, warm up suits, etc.	<b>POSITION</b>	<b>FILLED</b>
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## FUNDRAISING

### **Dine - N - Donate**

Recruit restaurants to participate throughout the swim season in donating a percentage of their profits from a one night fundraiser to support the swim team.	<b>Father</b>	<b>Mother</b>
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### **Holiday Wreaths**

Sell fresh fir and bay wreaths to family and friends. Send out brochure and order form to parents. Interact with supplier for pick-up and delivery of wreaths. Coordinate booths at local shopping plazas for wreath sales. Schedule a parent sign up sheet on the team's website. Starts mid October.	<b>Father</b>	<b>Mother</b>
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### **Swim – A – Thon**

Swim laps for \$\$\$. Swimmers earn money for their team by swimming lengths of the pool. Two hours or 200 lengths. Complete and mail a contract to USA Swimming, send out packets with pledge information to families, collect or purchase items to be awarded as incentive prizes. Organize food & beverages during the event. Usually held in the Spring.	<b>Father</b>	<b>Mother</b>
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## SOCIAL

### **Awards Banquet**

Coaches present awards and give recognition to swimmers for their efforts and accomplishments earned through the swim season. Send out invite to parents, get bids from caterers, set-up and serve dinner during event. Usually held May or June.	<b>Father</b>	<b>Mother</b>
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### **Holiday Parades**

Parents and swimmers work together in designing and building holiday floats for the Christmas and Fourth of July parades. Organize team participation through "Take Your Marks and/or fliers.	<b>Father</b>	<b>Mother</b>
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### **Holiday Party**

Festive dinner with a gift exchange for the kids. Send out invite to parents; organize pot luck or a catered event. Coordinate parents to help with set-up, serving and clean-up. Held in early December.	<b>Father</b>	<b>Mother</b>
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### **Picture Day**

Team and individual photos are taken on pool deck. Schedule a photographer, notify parents of date and distribute order forms. Collect paid orders on day of event, assist photographer and organize swimmers for their photo op. Usually in May or June.	<b>Father</b>	<b>Mother</b>
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### **Pumpkin 500/1000**

Fun Halloween themed event with swimmer completing swim of either 500 or 1000 yards freestyle. Organize refreshments; juice, muffins, bagels, fresh fruit, etc.	<b>Father</b>	<b>Mother</b>
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### **Welcome Back Picnic**

Welcome back picnic held in September. Organize parents to bring side dishes, help with set-up, BBQ'ing & clean up.	<b>Father</b>	<b>Mother</b>
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### **Comments:**

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