



Central Missouri Volleyball Club
2009-10 Season
CMVBC
P. O. Box 104481
Jefferson City, MO 65110
www.cmvbc.org



Team Parent Job Descriptions for Home Tournaments

Capital Blast Tournament - 2010

Sunday, January 31 for 16's, 17's
Saturday, February 6th for 13's, 14's
Sunday, February 7th for 11's, 12's, 15's, 18's

CMVBC Classic Tournament - 2010

Saturday, March 27th for 11's, 14's, 15's, 16's, 17's
Sunday, March 28th for 12's, 13's, 18's

Team Rep

- Act as liaison between coach and players/parents
- Reserve group rate hotel blocks for overnight tournament stays
- Submit team tournament registration requests to the VP/Tournament Director
- Submit team tournament additions to the PR/Media Rep for website calendar update
- Ensure that home tournaments are staffed for setup, clean up and concessions
- Submit win/loss records to PR/Media Rep by Wednesday following tournament

Site Director

- Check teams in as they arrive for tournament
- Responsible for overall progress of tournament at team site
- Post scores after each match in pool play; compute scores and post tournament bracket
- Answer general questions; assist with resolution of any disputes
- Award medals and plaques
- Oversight of final cleanup tasks of the gym facility
- Requires HOA parent membership and background screening

Court Manager

- Monitor referee and scorekeeping duties during home tournaments
- Keep tournament on time by allowing 5 minute warm ups between matches
- Make sure coaches, scorekeepers and referees for the next match are ready to start
- Make sure score tables have supplies (from site box) and are free of trash
- Turn score sheets in to Site Director after each match
- Requires HOA parent membership and background screening

Concessions

- Coordinate concession menu for home tournaments with Concessions Manager
- Schedule team parents to staff concession stand
- Arrange to have necessary equipment on site to prepare menu items

Set-up

- Help set up the gym facility in preparation for home tournaments

Clean-up

- Help clean facility after completion of home tournaments, although all parents are responsible for assisting with this job.

**Parents helping at the score table with younger teams are required to have an HOA parent membership and background screening.