

Penn Legacy Parent Involvement

As part of the Penn Legacy Family, every parent is required to provide volunteer hours and fundraising support by assisting in areas outlined below.

Parent Involvement (Team Manager, Fall Classic, etc.):

- A. Each team needs a **Team Manager** and a seasonal **Field Lining Manager**.
- Team Managers assist the coach with required paperwork, uniform orders and management of the team. **A Team Manager Meeting will be held during the summer before the start of the season to handout team binders and a manual that further explains duties.**
 - Field Lining Managers coordinate the seasonal field lining responsibilities assigned to each team.
- B. All families are expected to participate in fundraising activities or sales.
- C. All teams must provide 5 team parents to be Representatives (“Reps”) on the Fall Classic Tournament Committee. Preferably, the Team Managers should not also be a Fall Classic Rep. At the mandatory Team Meetings in May, the team coach or manager will ask for volunteer representatives for these 5 positions. In the absence volunteers, the team manager will assign the representatives. Please consider volunteering for one of these key positions outlined above. The commitment would span from mid-August through November. We provide excellent support, direction and guidance to help you with these tasks and positions for your team.
- Team Ad rep - distributes and collects advertising information, ad submissions and sales money from team parents.
 - Team Volunteer Rep - organizes the team’s volunteer shifts for field marshals, field lining, etc.
 - Team Task Rep - Each team may be assigned a team task. The Rep will help manage and organize the team’s assigned “team task” duties. One team task will be assigned to a team. Examples are: Trophy Distribution prior to event, rentals, event vehicles, lost & found following event, sign organization, etc.
 - 2 Team Field Reps – organizes the team volunteers and is responsible for team’s assigned lining of fields, equipment distribution, set-up and teardown.

Fall Classic duties and instructions will be provided to the 5 Fall Classic team reps at mandatory Fall Classic representative meetings. The **mandatory meetings** will be held on Tues, August 8 (for Ad Reps only) and on Thurs, August 10 (for the Volunteer Rep and the Team Task Rep. Meeting times will be from 6:30 – 7:30 pm. **Meeting reminders will be communicated in July. If unable to attend a team parent must fill in for you. The meeting for Field Reps will be held on Wed, Oct 18 at 7:00 PM.**

D. The Fall Classic Tournament provides substantial funding to all aspects of the program and will be held on November 18 & 19, 2017. The proceeds benefit the travel program and the club in general.

Fall Classic Commitment - As a member of Penn Legacy every parent is required to:

- Sell ads for the tournament print program - your team ad representative will provide details
- Support and assist the team’s Fall Classic 5 Representatives in the duties outlined in “C” above
- Assist with pre-tournament prep: team tasks, field set-up and tear-down – Dates and times will be communicated by your Fall Classic field and volunteer representatives
- Work Field Marshal shifts and Cleanup/Teardown shifts during the weekend of the tournament

Each team and each parent must fulfill all volunteer obligations for the team their child plays on, and in the absence of volunteers the Club or coach will assign parents that have not volunteered to fulfill the team’s obligations. Alternatively, you may find an approved replacement to fulfill your shifts. Details will be provided by your team representatives.

U15 – U18 or U19 Teams will also participate in the **Legacy College Showcase** typically held in March, and similar duties on a much smaller scale will be required of the team and parents for that tournament event. Details will be provided in late January through March.

Contact Info:

Team Manager Coordinator and Legacy College Showcase Dir.: Steve Rempala, registrar@pennlegacy.org

Fall Classic Director: Sarah Thomas. tournament@pennlegacy.org