



Casuarina Football Club Volunteer Levy Policy:

What is its purpose?

The CFC Volunteer Levy Policy aims to encourage parents to take an active volunteering role or task in the operational or strategic development of the club.

How is this implemented?

Parents are required to pay a \$50 levy at the point of registration per registered player.

What is the requirement?

The requirement is that parents will volunteer an hour of their time per registered player to a role, task, job or function in the club's operational or strategic development.

Its is a COMPULSORY requirement that all coaches/managers are required to have a valid Working With Children Ochre Card.

How is this managed?

The attendance or participation of the parent in a volunteering role is recorded by the club's Volunteer Coordinator or Team Admin delegate. At the end of the season parents will be reimbursed their \$50 per player in accordance to the club's volunteer records.

APPROVED VOLUNTEERS TASKS/ROLES TABLE 2018:

(Please note this is subject to change from year to year on a needs basis)

<u>Volunteer Task and Description</u>	<u>Frequency</u>	<u>Who to contact</u>	<u>Special Consideration</u>
<ul style="list-style-type: none"> • Policy Writing <p>This role will aim to establish Club Policies.</p>	When the need arises. Timeframes to be negotiated with Team Admin	Ana Bernardino Club President	Can be a shared position
<ul style="list-style-type: none"> • Junior Fundraising Coordinator <p>This role requires the organisation and implementation of 2 fundraising events for the season.</p>	When the need arises. Timeframes to be negotiated with Team Admin	Paula Da Costa Club Treasurer	Can be a shared position
<ul style="list-style-type: none"> • Coaches <p>This role requires the development of junior players in Football in line with the club's vision for player development.</p>	Ongoing throughout the season	Ana Bernardino Club President	Can be a shared position
<ul style="list-style-type: none"> • Managers <p>This role requires the management of a junior team in line with the club's vision.</p>	Ongoing throughout the season	Ana Bernardino Club President	Can be a shared position
<ul style="list-style-type: none"> • Duty Club Coordinator <p>This role requires a person to oversee the management of volunteers for the games played at the Portuguese Timorese Social Club.</p>	When the need arises and in line with the fixtures (games played at the Portuguese Timorese Social Club)	Paula Da Costa Club Treasurer	Can be a shared position

<ul style="list-style-type: none"> MiniRoos Match Day Coordinator <p>This task is to oversee the grounds at the Portuguese Timorese Social Club on Match days.</p>	<p>When the need arises and in line with the fixtures (games played at the Portuguese Timorese Social Club)</p>	<p>Ana Bernardino Club President</p>	<p>This is a rostered position of 1 hour blocks.</p>
<ul style="list-style-type: none"> Junior Photographer <p>To take team photos in July.</p>	<p>2 week period</p>	<p>Paula Da Costa Club Treasurer</p>	<p>1 person required with suitable equipment.</p>
<ul style="list-style-type: none"> Wanguri Toilet Key Keeper 	<p>Ongoing for Wed's</p>	<p>Paula Da Costa Club Treasurer</p>	<p>1 person, possible job share</p>