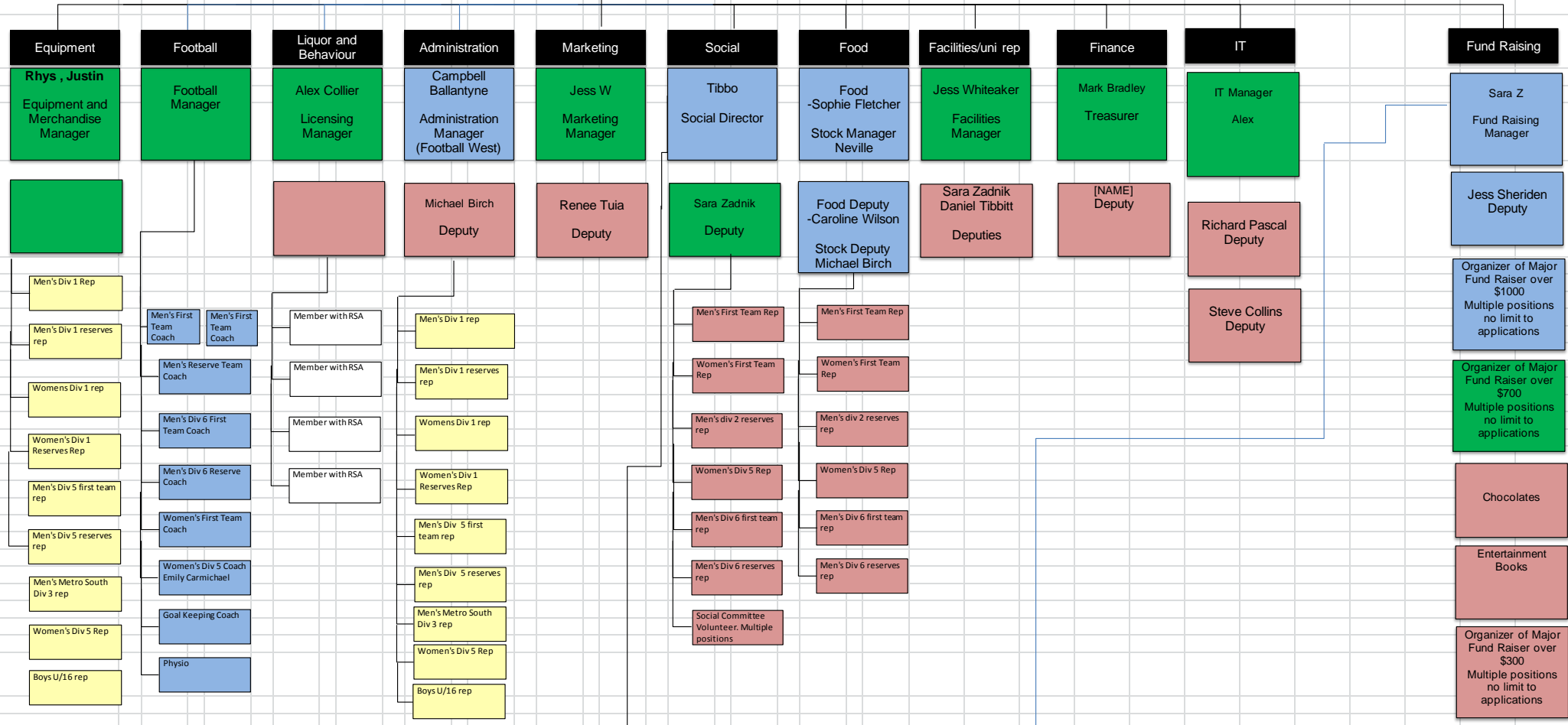
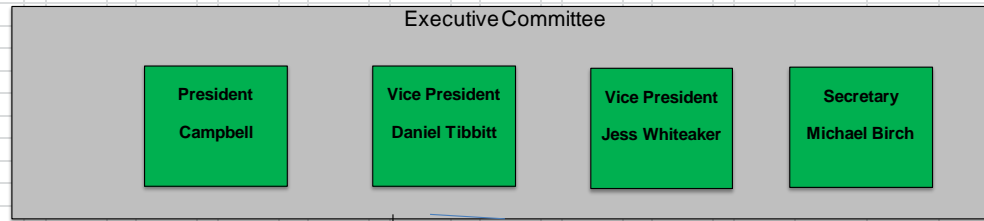




Curtin University Soccer Club Organisational Chart



Members who pay discounted helper rates

Benefits to helping the club in 2011	How do I apply
People who fill roles in blue are either paid positions or attract free fees for 2011	Send an email to committee@curtinsoccer.com and attend the next committee meeting
People who fill roles highlighted in Green will get half price fees in 2011	Send an email to committee@curtinsoccer.com or attend the next committee meeting
People who fill roles highlighted in Red will be eligible for the Super Helper Discount in 2011	send an email to committee@curtinsoccer.com you don't have to be on the committee to help with these
People who fill roles highlighted in Yellow will receive one piece of free merchandise in 2011	
Members who pay helper discount will be asked to do other tasks similar to last season reporting to fund raising and social managers	
Members unable to help at all will pay full fees	

	Roles	Basic responsibilities	Measures goals improvements 2011
Managers and Deputies	President	chair meetings	
	Vice President	chair meetings if president not available	
	Secretary	Record minutes of meetings and document official proceedings of CUSC law	
	Equipment	Order all balls, kits merchandise shorts socks, goals nets etc and maintain supplies of all of above	Box nets :)
	Football	Coach Education and development facilitating of physio and guest coaches etc	Win 6 leagues
	Liquor and Behaviour Admin	All activities to with liquor licensing Football West match cards, registration suspensions team nominations, booking of ref's for friendlies.	Get a perm license
	Marketing	Attract players and supporters to the club, likely to include o day, guild day, posters, news articles in stadium news and grow, promoting people to play for us then come and watch us	an extra team? Uni league? A crowd of 100 at least 1 men's first team game
	Social	run the social calendar	run 6 events and earn \$4000 for the club
	Food and Beverage	ensure drinks are available for sales at all home games and training sessions, run a schedule of \$5 dinners maybe even at 7 a side?	outside of functions raise \$3000 profit for the club
	Facilities	book pitches, go to unit meetings keep parks and gardens happy, work with the footy club and baseball re club house	Edinburgh oval project sleeved goals box nets :)
	Finance	pay all bills manage accounts track club finances	divide each department and be able to track income, so separate F&B from social etc. More accurate reporting
Fund Raising	Facilitate and measure fund raising projects and sponsor manage \$200 list	last year was about \$500 in entertainment books, \$450 in wine and must have been at least \$500 in chocolate profit as well as \$1000 in carpet laying. Goal of \$5000 in fund raising. Sponsorship last year sponsorship total of about \$4500 was Carlisle \$3300, Kassems Pizza and Lets Party WA (2 parties roughly \$1000) bring on 1 major (>\$500) and 2 new minor sponsors and increase total sponsorship to \$6000	
Team Reps	Equipment	Support Equipment ensure your team has clean strips, balls pumped, cones, manage teams pack up and set up on game day, keep all equipment areas tidy help distribute shorts and socks communicate stock shortages with manager	
	Coaches	Deliver effective training sessions, team selections organise warm ups cool downs build team spirit, manage development of players	
	Admin	fill in match cards, post if necessary, ref money, check if ref has been assigned use match day check list, ensure all players are registered and keep an up to date list of registration numbers	
	Social	Attend social committee meetings assist with the promotion and delivery and development of the social calendar run a team fines system, teams can have more than one	
	Food and Beverage	Set up eskys chocolates and chips at all home games staff the bar after training. Communicate stock shortages with Food and beverage manager	
	Fund raiser	arrange a major fund raiser such as raffle, chocolate or wine sales, carpet laying or entertainment books	