



Claremont Wolfpack

Jr. All American Football and Cheer

2010 Claremont Wolfpack Open Staff Positions and Nominations

Treasurer: *Responsible for all Wolfpack finances, accounts receivable & payable, monthly financial executive board report, end of year profit / loss statements and assists with Wolfpack tax return preparation. Shall adhere to all Wolfpack policies.*

Cheer Coordinator: *Responsible for Wolfpack Cheer program management, including the following; cheer coaches & ADs, cheer fundraising, games, competitions and Holiday Cheer show. Must attend SGVJAAFC Conference meetings. Shall adhere to all Wolfpack policies.*

Equipment Manager: *Responsible for procurement & maintenance of all Wolfpack football equipment, uniforms and first aid materials. Additional responsibilities: management of the Wolfpack storage facility, football player equipment sizing and distribution to players & coaches. Shall adhere to all Wolfpack policies.*

Football Advisor: *Responsible for all Wolfpack football coaches. Duties include: heading the coach selection process, monitoring of coaches throughout the season, implementation of league wide coach philosophies & football terminology. Shall adhere to all Wolfpack policies.*

Player Agent: *Responsible for all Wolfpack registration efforts, football player division assignment and updated team roster logs. Also works closely with player / parent issues that may arise throughout the season. Shall adhere to all Wolfpack policies.*

Security & Safety Director: *Responsible for all Wolfpack security & safety efforts. Works closely with SGVJAAFC Conference game day security service and procurement of game day ambulance service. Shall adhere to all Wolfpack policies.*

Events Coordinator: *Responsible for the coordination and implementation of all Wolfpack special events, such as: Physical Day, Claremont 4th of July, Picture Day and Homecoming. Responsible for implementing new Wolfpack functions for the betterment of the program. Shall adhere to all Wolfpack policies.*

Football / Cheer Head Coach (Not a Board Position): *Responsible for teaching the Wolfpack participants the fundamentals of football / cheer in a safe and controlled environment, responsible for the conduct of self & assistant coaches. Shall adhere to all Wolfpack policies.*

Football / Cheer Assistant Coach (Not a Board Position): *Responsible for teaching the Wolfpack participants the fundamentals of football / cheer in a safe and controlled environment. Shall assist the head coach in team instruction and goals. Shall adhere to all Wolfpack policies.*

Football / Cheer Head A.D. (Not a Board Position): *Responsible for all football or cheer team safety and well being. In charge of all team administrative duties, including first aid service, 10 play player count, etc. Shall also attend SGVJAAFC Conference meetings. Shall adhere to all Wolfpack policies.*

Football / Cheer Assistant A.D. (Not a Board Position): *Responsible for assisting the head A.D. with team administrative duties, in absence of head A.D., shall assume the head role and responsibilities until the return of the head A.D. Shall adhere to all Wolfpack policies.*

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Nomination Instructions:

Please fill out the Wolfpack nomination form and a current board member(s) will contact you to conduct an interview. Nominations are due into the Wolfpack no later than: Monday November 24th, 2009. The forms can be dropped off at Wolfpack practices, may be scanned and e-mailed to: wolfpack@claremontjaafc.com or faxed to: (661) 253-8688 (no cover sheet required). The election process will take place on Tuesday November 25th at the Wolfpack's closed November board meeting. If you have any questions or concerns, please feel free to contact the Wolfpack by phone at: (909) 993-3363 or e-mail: wolfpack@claremontjaafc.com Thank you.

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Name: \_\_\_\_\_

Position(s) Interested In: \_\_\_\_\_

Home Address: \_\_\_\_\_

City and Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Please give a brief summary of yourself and any related qualifications for the position for which you are applying. Please list any youth sports experience and if inclined any references. Again, thank you in advance for your interest in volunteering your time and energy for a quality youth organization, more importantly for the kids of Wolfpack!

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“Coming Together, Working Together, Succeeding Together”

GO WOLFPACK!

Thank you,  
The 2009 Claremont Wolfpack Staff

Claremont Wolfpack Jr. All American Football & Cheer  
2058 North Mills Avenue #524  
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A Non-Profit 501 (c)(3) Youth Organization