



## **Region Banner Coordinator**

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### **Purpose**

The AYSO volunteer position of region banner coordinator is intended to procure the season's region sponsor banner by picture day.

### **Specific Duties and Responsibilities**

The region banner coordinator is expected to:

1. Get names of region sponsors from the sponsor coordinator;
2. Call the sponsors to verify their names and their desire for inclusion on the banners;
3. Identify a place to make the banners, specify requirements, and order;
4. Buy PVC pipe and hooks for hanging banners, cut and build frames; and
5. Assemble banners and frames and keep them in equipment room.

### **Qualifications and Desired Skills**

To be considered for the position of region banner coordinator, the applicant should have the following:

1. Be comfortable with hand tools;
2. Be aware of safety requirements when working with tools; and
3. Successfully pass a screening, including a background check.

### **Supervision Protocols**

While performing as the region banner coordinator, the volunteer is:

1. Subject to the bylaws, rules, regulations, policies, procedures, and guidelines of AYSO;
2. Under the overall authority of and directly supervised by the sponsor coordinator, and supervised indirectly by the regional commissioner; and

3. To maintain the recommended adult to child supervision ratio of 1:8 or less; that is one adult for every eight or fewer children and two adults (one of whom may be the coach and one of whom should be of the same gender as the group) present at all times. For the protection of both the children and the volunteer, no volunteer should permit himself or herself to be alone with any child or group of children (except his or her own) during AYSO-sponsored activities.

**Time Commitment**

The anticipated time commitment for a region banner coordinator is a full year. The estimated hours to fulfill duties by month shall be filled in by the sponsor coordinator:

Jan:	hrs.	Feb:	hrs.	Mar:	hrs.	Apr:	hrs.	May:	hrs.	Jun:	hrs.
Jul:	hrs.	Aug:	hrs.	Sep:	hrs.	Oct:	hrs.	Nov:	hrs.	Dec:	hrs.

**Orientation, Training, Certification, and Continued Education Provided**

To prepare a volunteer for the position of region banner coordinator, AYSO will offer the following educational opportunities which the volunteer is expected to take advantage of and participate in, as appropriate.

1. Orientation by the sponsor coordinator;
2. Board and Staff Introductory Certification (BASIC); and
3. AYSO Safe Haven Program.

**Activity Locations**

While performing the duties of region banner coordinator, the volunteer is limited to the following locations, unless expressly authorized in writing by the regional commissioner to hold activities in another location.

1. Regional board meetings;
2. The annual Section Conferences;
3. Assigned field locations;
4. Assigned classroom locations; and
5. Independent work at home alone, in committees of adults, or in a properly supervised situation with children.