

### Parent Tasks

Millet Soccer Association (MSA) must insist that for each child registered in soccer a parent/guardian **must** sign up for a parent task that requires a **minimum of 4 hours** to complete to contribute to the overall benefit of Millet Soccer. This is a list of some of the tasks that need to be filled along with a brief description of the task and time frame. MSA will do its best to place parents in their requested task but this is not always possible (i.e. Some tasks only require 1 or 2 parents during the season but we may receive 20 or more parents requesting the same task. Not everyone will be selected for that task. One or 2 parents will be chosen and the others will be delegated to other areas needing to be filled.)

The **majority** of the tasks needing to be filled fall under the categories of **coaches, field maintenance**, and the **25th Annual Millet Classic Tournament** (June 11-12, 2022).

Please remember that many hands make jobs light!

Coaches		
Task	Description	Timeframe
Coaches  (26 - 32 people depending upon the number of soccer players registered)	<ul style="list-style-type: none"> <li>Take the required coaching course to receive coaching knowledge prior to the start of the season which is paid for by MSA</li> <li>Coach your team (with the help of another adult) to teach them skills needed for soccer at an age appropriate level</li> <li>Coaches receive <b>discounts</b> on registration for their children. Ask for more details.</li> </ul>	<ul style="list-style-type: none"> <li>1 - 2 day course offered in March or April</li> <li>1 - 3 nights/week depending upon the age level for May - June</li> </ul>

Field Maintenance (continued)		
Task	Description	Timeframe
Line Painter  (1 - 2 people)	<ul style="list-style-type: none"> <li>Running the painting machine</li> <li>Mix paint &amp; paint lines on the soccer fields around Millet</li> <li>Clean Machine</li> </ul>	<ul style="list-style-type: none"> <li>one or two evenings or weekend days from the end of April - June (depends on the amount of rain and growth of grass)</li> </ul>
Nets (Pre-Season)  (2 - 3 people)	<ul style="list-style-type: none"> <li>Secure nets to goal posts (if required)</li> <li>Check goal posts and nets for damage</li> <li>Secure goal posts to field</li> </ul>	<ul style="list-style-type: none"> <li>one or two evenings or weekend days at the end of April</li> </ul>
Lines (Regular Season Touch-Ups)  (4 - 6 people)	<ul style="list-style-type: none"> <li>Weekly touch-ups (as required) of lines on the soccer fields as directed by Field Coordinator</li> <li>Clean Machine</li> </ul>	<ul style="list-style-type: none"> <li>each person would be responsible for 3 of 6 weeks (May - June)</li> </ul>
Lines (Pre-Tournament)  (2 - 3 people)	<ul style="list-style-type: none"> <li>String lines for field prior to painting</li> <li>Mixing paint &amp; painting lines on the soccer field</li> <li>Clean Machine</li> </ul>	<ul style="list-style-type: none"> <li>one or two evenings during the week of June 3 - 9</li> </ul>

Field Maintenance		
Task	Description	Timeframe
Field Coordinator  (1 person)	<ul style="list-style-type: none"> <li>Coordinate &amp; lead other parents in the prepping and maintenance of the soccer fields (mostly lines and nets)</li> <li>Monitor need for touch ups and contact team for arranging date(s)</li> </ul>	<ul style="list-style-type: none"> <li>end of April to June on evenings and/or weekends</li> </ul>
Lines (Pre - Season)  (6 - 8 people)	<ul style="list-style-type: none"> <li>String lines for field prior to painting</li> <li>Mix paint &amp; paint lines on the soccer fields around Millet</li> <li>Clean Machine</li> </ul>	<ul style="list-style-type: none"> <li>one or two evenings or weekend days towards the end of April</li> </ul>

25th Annual Millet Classic Tournament (June 11 - 12, 2022)		
Task	Description	Timeframe
Set-Up and Take-Down Tents  (8 people)	<ul style="list-style-type: none"> <li>Set-up tents in the morning (about 7- 9 am) and take them down at the end of the day (about 5 - 7 pm)</li> </ul>	<ul style="list-style-type: none"> <li>one day on either Saturday June 11 or Sunday June 12</li> </ul>
Tournament Coordinator Assistant  (1 person)	<ul style="list-style-type: none"> <li>Create teams, coaches, schedules, schedule/standings boards and other paperwork</li> <li>Put up &amp; take down signs for the Tournament</li> </ul>	<ul style="list-style-type: none"> <li>flexible hours with the majority of the work occurring</li> </ul>

	<ul style="list-style-type: none"> <li>Work with the Tournament Coordinator</li> </ul>	May 10 to June 12.
<b>25th Annual Millet Classic Tournament (June 11 - 12, 2022) (continued)</b>		
Task	Description	Timeframe
"Gopher" (6 people)	<ul style="list-style-type: none"> <li>Run errands as needed between each of the soccer fields</li> </ul>	<ul style="list-style-type: none"> <li>about a 4 hour shift on June 11 - 12, 2022</li> </ul>
Fun Activity Attendants (about 6 - 12 people)	<ul style="list-style-type: none"> <li>Monitor bouncy castle (inside and line), or face painting and balloon lines, etc</li> <li>Ensure safety of children (depending upon U7 &amp; U9 Tournament)</li> </ul>	<ul style="list-style-type: none"> <li>about a 4 hour shift on June 11 - 12, 2022</li> </ul>
Entertainment/ Event Coordinator (1 person)	<ul style="list-style-type: none"> <li>Research and arrange for entertainment (Fun Activities) for the U7 &amp; U9 tournament with the approval of the MSA board</li> <li>Find items to include in the team packages</li> </ul>	<ul style="list-style-type: none"> <li>flexible hours with the majority of the work occurring in mid April to May.</li> </ul>
Concession/Ticket Seller (24 - 28 people)	<ul style="list-style-type: none"> <li>Work with a partner to sell beverages</li> <li>Sell 50/50 and/or raffle tickets during the tournament</li> </ul>	<ul style="list-style-type: none"> <li>about a 4 hour shift on June 11 - 12, 2022</li> </ul>

Other Positions		
Task	Description	Timeframe
Coaches Bags & Uniform Sorting (2 - 3 people)	<ul style="list-style-type: none"> <li>Assemble a kit bag and coaches binder for each of the teams</li> <li>Organize Shack</li> <li>Sort out uniforms &amp; place in coaches bags</li> </ul>	<ul style="list-style-type: none"> <li>Wednesday April 20 at 6 pm</li> </ul>
Team Packages (3 - 5 people)	<ul style="list-style-type: none"> <li>Assemble packages for tournament teams</li> </ul>	<ul style="list-style-type: none"> <li>Wednesday June 8 at 6 pm</li> </ul>
Thank You Cards (1 person)	<ul style="list-style-type: none"> <li>Write thank you cards as needed</li> </ul>	<ul style="list-style-type: none"> <li>flexible hours with the majority of the work</li> </ul>

		occurring in June
Letter Writer (1 person)	<ul style="list-style-type: none"> <li>Write letters on behalf of MSA for (but not limited to):               <ul style="list-style-type: none"> <li>Donations</li> <li>Emergency Agencies (for Tournament)</li> <li>Other organizations</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>flexible hours with the majority of the work occurring in April to mid May</li> </ul>
Other Positions (continued)		
Task	Description	Timeframe
Unlocking/Locking Bathrooms (Paul Pay Field) (2 people for Tues/Thurs)	<ul style="list-style-type: none"> <li>Unlock the bathrooms in the Soccer Shack at the beginning of each evening during the regular season</li> <li>Lock the bathrooms after all the teams have left the field</li> <li><b>Note:</b> Tues/Thurs is 6 pm - 7:45 pm</li> <li>Ideal for a parent with a younger player (U3/U5) and a U9 player.</li> </ul>	<ul style="list-style-type: none"> <li>May - June on your child's soccer nights including nights that soccer is canceled for your child.</li> </ul>
Cleaning Bathrooms (Paul Pay Field) (2 people)	<ul style="list-style-type: none"> <li>Clean and restock the bathrooms in the Soccer Shack</li> </ul>	<ul style="list-style-type: none"> <li>Weekly (end of April - June)</li> </ul>
Scrapbook Maker (1 - 2 people)	<ul style="list-style-type: none"> <li>Take and print pictures of all teams (both team and action photos) throughout the season</li> <li>Assemble pages for a Millet Soccer Scrapbook for the 2022 Season</li> </ul>	<ul style="list-style-type: none"> <li>flexible hours during the soccer season</li> </ul>
Gopher Hole Filler (2 people for Tues/Thurs)	<ul style="list-style-type: none"> <li>Arrive at the Paul Pay field early (about 5:30pm) on Tuesdays and Thursdays to fill the holes the gophers make every day when the fields are not in use</li> </ul>	<ul style="list-style-type: none"> <li>every Tuesday and Thursday evening from 5:30 - 6:00 pm for the month of May or June</li> </ul>
Wind-Up Party (4 - 6 people)	<ul style="list-style-type: none"> <li>Set-up, monitor, and take-down tables at the yearend party</li> <li>Prepare any food and drinks supplied by MSA</li> </ul>	<ul style="list-style-type: none"> <li>Friday June 24<sup>th</sup> (5 - 9 pm)</li> </ul>
Harvest Fair Parade Assistant (August 27, 2022)	<ul style="list-style-type: none"> <li>Help coordinate &amp; arrange Millet Soccer into the Millet Harvest Fair Parade</li> <li>Help gather volunteers to decorate float and participate in the parade</li> </ul>	<ul style="list-style-type: none"> <li>Majority of the work occurs in</li> </ul>

(1 person)	<ul style="list-style-type: none"> <li>• Provide assistance to the Harvest Fair Parade Coordinator</li> </ul>	July & August
Yearend Clean-Up (6 - 8 people)	<ul style="list-style-type: none"> <li>• Take-down, organize, &amp; store equipment for the next season</li> </ul>	<ul style="list-style-type: none"> <li>• Tuesday June 28th at 6:00 pm</li> </ul>
Parent Liaison Assistant  (1 - 2 people)	<ul style="list-style-type: none"> <li>• Act as an assistant to the Parent Liaison <ul style="list-style-type: none"> <li>o Work closely with the Parent Liaison</li> <li>o Make phone calls to parents</li> <li>o Create and type packages as needed</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• flexible hours with the majority of the work occurring in April and beg. of June</li> </ul>