East Coast Elite Volleyball Club

Team Representative/Parent Role

The Team Representatives are the liaisons between East Coast Elite Volleyball Club (the Club), team coaches, Board members, players, and parents/guardians. Their duties may be shared, but the Club asks for one parent/guardian per team to designate him/herself as the dedicated contact person for the team and to fulfill designated responsibilities for the entire season as outlined in below,

Team Representative's Responsibilities:

1. Become a paid member of CHRVA, **$55 Chaperone** (**Club will reimburse you**), click here for registration information
https://www.chrva.org/page/show/5837249--chrva-registration-and-memberships

2. Register for the First Time as a New Adult Member Affiliated with a **Juniors team/Adult Chaperone/Admin role ONLY** - Should not be selected for coaching. Can be added to a Junior's roster. For Chaperones/Jr Admin who are not coaches (if you have not ever been a member of CHRVA) or as A Renewing Adult Member Affiliated with a Juniors team (you were a member last season and are renewing membership).

3. Submit **background check** via CHRVA **$17.50 (Club will reimburse you).**

4. Become **SafeSport Certified** through the USAV Academy. Training is free through USAV.

To register for SafeSport training:

1. Go to https://webpoint.usavolleyball.org/.
2. Log in to your USAV account.
3. In the navigation menu, click on USAV Clinics and select USAV Coaching Clinics.
4. Select Core Center for SafeSport Training.
5. Select the Participant Registration button on the right
6. To access the coursework, click on the red "Log into USAV Academy" button on the bottom of your home screen.

5. **Keep "Team Snap" up to date** with the team and the Club. The Club Tournament Director initially inputs the roster, contact information of players, parents/guardians, and the Club,

and tournament information for the season. Pool information generally will be updated in TeamSnap by the Club and coaches the week before the tournament. Information on where this can be found will be supplied by the Club Tournament Director.

6. **Take head shots of each player** at the beginning of the season for the website.

7. **Assist coaches** to finalize the lineup of work teams for each tournament from your team to include Down Referee, Up Referee (as needed), 2 line judges, libero tracker, score flipper and scorekeeper (book) and posting information on TeamSnap prior to tournament day. Talk to your coach about how much help he/she wants with this.

8. **Coordinate team meals** at tournaments as needed.

9. Help with volunteer opportunities and other club activities as needed.

10. **Organize team bonding/charitable opportunities** for the team and work with Team Representatives from other ECE teams to organize club bonding/charitable opportunities.

11. **Submit Team Photo/Video/Tournament Results/player recognition items** for publishing on the club website/social media (From ecevbc.org main page, select **2026-2027 Season Info**, **Parent/Player Resources**, "**Submit Team Photo/Video/Status update**").

12. **Track online Scorer and Referee training for each member** of the team and make sure that at least half the team is evaluated for Scorer and Level 1 Referee certification. Talk to your coach about how many players from each team they want to try to have certified.

13. **Organize tournament arrival times/places** for tournaments with the head coach and distributing entry passes for multi-day tournaments.

14. **Coordinate with Club Director or Tournament Director** to pick up team passes for multi-day tournaments.

East Coast Elite Volleyball Club

Team Representative/Parent Role

15. **Assist Housing Director** ecevbchousing@ecevbc.org to make sure all team members have registered for rooms for multi day tournaments according to the timeline set up by the Club.

16. **Assist coaches to bring a team medical bag** to tournaments and make sure it is stocked with necessities. Receipts can be submitted to the club for necessary items. Each team already has a medical bag, so it is just making sure it is properly stocked (nothing is expired or running low).

17. Team representative's entrance fee to multi-day tournaments will be paid for by the Club. There may be times that you will be asked to help during the tournament so please make sure you coordinate with the team coach(es) as to what items they will need help with, for instance, sitting at the table with the players when they are working (**Only registered team representatives or coaches are allowed at the scorers table.)

I, _____, agree to abide by the East Coast Elite Volleyball Club (ECE) Team Representative/Parent Role. I understand that my standing/role on this team will be affected, my/our child's standing on ECE's team may also be affected if I violate any policies of ECE, CHRVA, or USAV, and my child and I may be dismissed from the team. I further understand that no refund of my/our child's Club fees if my/our child is dismissed from the team.

_____ _____
ECE Elite Team Athlete's FULL NAME ECE Elite Team

_____
Team Representative/Parent's FULL NAME

_____ _____
Team Representative/Parent's Signature Date (MM/DD/YYYY)