



**BLUE LINE CLUB POSITIONS**

<b><u>POSITION</u></b>	<b><u>POINTS</u></b>	<b><u>JOB DESCRIPTION</u></b>
President	--- 200 ---	Responsible for guiding and directing the club in accordance to its by-laws and policies.
Vice President	--- 100 ---	Responsible for assuring club members president is guiding and directing the club in its operation in accordance to its by-laws and policies.
Secretary	--- 100 ---	Responsible for Blue Line Club Meeting minutes and clerical duties assigned by the president.
Treasurer	--- 200 ---	Responsible for maintaining financial records, paying invoices and making deposits.
Assistant Treasurer	--- 100 ---	Responsible for assisting treasurer. Maintaining financial records, paying invoices and making deposits.
Concession Stand Manager	--- 200 ---	Responsible for ordering and delivery of concession stand items to arena.
Assistant Concession Stand Manager	--- 100 ---	Assist concession stand manager.
Concession Stand Pop Stocking	--- 100 ---	Responsible for inventorying concession stand supplies and stocking shelves, cooler and pop machines weekly.
Concession Calling Manager	--- 100 ---	Responsible for assigning families to work groups finding concession stand callers, posting and recording hours worked in concession stand.
Concession Stand Cleaner & Maintenance Person	--- 150 ---	Responsible for assuring concession stand has been cleaned properly each week and maintain equipment.
Concession Stand Bar Makers	--- 100 ---	Make cookies and rolls for weekends. (Need 4 people)
Concession Stand Taco Meat	--- 100 ---	Cook Taco meat for concession stand needs throughout the season.
Skate Sharpening Room Organizer	--- 100 ---	Responsible for ordering and mainting skate sharpener. Instruct and find open skating and team sharpeners.
Open Skate / Tournament Skate Sharpeners	--- 10 ---	Shifts are two hours. Responsible for charging customers and cleaning machine.
Team Skate Sharpeners	--- 50 ---	Responsible for sharpening skates for a team for the entire season and schedules a sharpener for home games.
Youth Hockey Coach	--- 150 ---	Maximum of three coaches per team. Responsible for practices and games.
Team Coordinator	--- 100 ---	TEAM COMMUNICATION. Refer to the coordinator page.
Youth Tournament Host	--- 100 (max) ---	Responsible for: Typed rosters for tournament, decorations, coupons & treats for visiting teams, welcome tables, selling raffle tickets, pass out trophies, scheduling skate sharpeners. Please refer to tournament job responsibilities forms.
Website Coordinator	--- 150 ---	Responsible for updating and producing the tournament / youth hockey registrations. Ensure all game scores are recorded in a timely manner.

Press Release	---	25	---	Write a press release for a team.
Attend Blue Line Club Meetings	---	10	---	Ten points / meeting (maximum of 50 points / year) Attend entire meeting.
Attend Parent Coaches Meeting	---	10	---	Ten points / meeting (maximum of 20 points / year) Attend entire meeting.
High School Hockey Workers	---	10	---	Ten points / game ; ticket takers, clock workers, goal judges and patrols
Scoreboard / Clock Workers	---	10	---	Ten points / game
Foreign Exchange Student Family	---	100	---	House a foreign exchange student hockey players.
S.K.A.T.E. Program Coordinator	---	100	---	Organize program for local program.
Tournament Shirt / Gift Coordinators	---	50	---	Organize the yearly gift for tournament participants and shirt for tournament fundraisers.
Holiday Decorating	---	50	---	Put up and take down Christmas Decorations.
Pro Shop Organizer	---	50	---	Purchase and inventory pro shop supplies.
Ruk Rat Coordinator	---	50	---	Organize and Implement Rink Rat program.
Outdoor Rink Flooding	---	10 / Flood	---	If 2 people, 5 points / person / flood