Leadership Roles		
Volunteer Opportunity	**Task Description**	**Volunteer Requirements**
Event Coordinator	Plan and manage Board-sponsored events (parties, open house, matches); manage logistics, registration, setup/cleanup, and committees as needed.	Party planner skills very helpful. Works under Board direction.
Training Director	Develop training programs, answer training questions, manage training budget, and stay current on training trends.	Executive Board position.
Membership Chair	Manage membership records, renewals, reporting, and member outreach. Coordinate greeters.	Appointed Board position.
Registrar	Receives class registrations and payments, creates master roster, and ensures membership and rabies records are current.	Appointed Board position.
Publicity Chair	Create flyers, social media, press releases, and bulletin boards to advertise club events.	Appointed Board position. Great outlet for a creative person.
Marketing Chair	Research and recommend marketing items that will promote the club in the community.	Appointed Board position.
Hospitality Chair	Organize refreshments for membership meetings; coordinate volunteer sign-ups, purchase supplies and ensure a welcoming atmosphere.	Appointed Board position.

Leadership Roles		
Volunteer Opportunity	**Task Description**	**Volunteer Requirements**
Monitor Coordinator	Recruit, train, and schedule monitors for practices and for group events involving dogs	Training required. Needs to have been a monitor previously.
Registrar Helper/Backup	Helps the registrar with any needed tasks and can serve as backup if registrar is out of town or unavailable.	Training required.