

Danville Little League

Team Job - Communications Parent

This is a full season job requiring approximately 5 hours throughout the season.

Requirements of Job:

- Obtain Team Roster from Manager
- Send out email bulletins and/or make necessary calls to team families to communicate important team information (schedule changes, rain-outs). For the most part, this will be unnecessary as the website sends automatic emails to all parents on a team when a schedule is changed and/or a game is rained out.
- If making calls, inform Manager/Coach of any family you were not able to contact.

Helpful Hints:

- Always try to make contact with an adult rather than a child.
- Leave message on recording machine only when all other communication alternatives have been attempted.
- Be sensitive to children with multiple parents. (Ask who should be notified and if they will forward information to the other parent).
- Website help is available by sending questions to:
webmaster@danvillelittleleague.net