



VOLUNTEER ROLE DESCRIPTION

Volunteer Position: Age Group Convenor(s) House League (7 Roles)

Program / Area: House League - General Administration

Role Type: On Court / Off-Court

Core Time: Pre-season / Continuous

Assisted/Guided by: Club General Manager & Assigned Executive Member

Position Summary

The House League Convenor plays a key role in ensuring a positive, organized, and enjoyable experience for players, coaches, and families throughout the season. Acting as the primary liaison for an assigned age group, the Convenor supports game-day operations, volunteers, and communication while helping deliver a high-quality House League program that reflects the values of Ottawa Shooting Stars.

Key Responsibilities

- Serve as the primary contact for an assigned House League age group, supporting coaches, players, and families throughout the season.
- Recruit and support volunteer coaches and support personnel
- Ensure each team has the necessary equipment and resources, including jerseys, first aid kits, score clocks, basketballs, and other game-day essentials.

Time Commitment

Approximately 2–4 hours per week, with additional time required during busier club periods.

Volunteer Benefits

- Support local youth basketball development
- Contribute to an inclusive, community-focused club
- Work alongside passionate basketball volunteers and club leaders

Expression of Interest

Interested in this role? Please fill in our expression of interest form here:

<https://forms.gle/CADfoX6rMDimgR29A> or email gm@ottawashootingstars.com

All volunteer roles are supported by the Club General Manager and an assigned Executive Member.