

## **Archery Club Organizer**

- Contact Archery facility and schedule dates
- Keep website updated with all information
- Add Archery club to the website calendar and create sign-up for members
- Communicate with registered families regarding rules, policies, and payments
- Attend each weekly Archery session or recruit someone else to be there and keep record of attendance and to be sure rules are followed
- Communicate with the Archery facility regarding any awards or recognition for club members