

HUDDLE OFFICERS' JOB DESCRIPTIONS

Captain (President)-Both Male and Female

1. Demonstrate leadership and live a consistent Christian life.
2. Understand the FCA program on the local, regional and national levels.
3. Ensure that officers do their jobs faithfully and that all committees function effectively.
4. Meet a minimum of once a week to work closely with the Huddle Coach and officers/leadership team of the Huddle to plan interesting and effective huddle meetings related to Christian living.
5. Make sure Huddle activities are varied with discussions, skits, music, films, tapes, speakers, etc.
6. Read the Youth Protection Policy of FCA and ensure that it is followed.
7. Become an official FCA Teammate by signing the Competitor's Creed and encourage fellow athletes to join.
8. Keep Huddle members informed of pertinent information from National levels.
9. Promote FCA camps to athletes and coaches in school.
10. Mentor Co-Captain (same gender) preparing them to lead.

Co-Captain (Vice-President) Both Male and Female

1. Demonstrate leadership and live a consistent Christian life.
2. Understand the FCA program on the local, regional and national levels.
3. Assist the Captain in any way, serving as their understudy.
4. May lead the program or serve as a project coordinator.
5. Help to provide refreshments, chairs, equipment, etc., for meetings.
6. Become an official FCA Teammate by signing the Competitor's Creed and encourage other to join.

Recruiter – Both Male and Female

1. Demonstrate leadership and live a consistent Christian life.
2. Attempt to have all sports represented in the Huddle.
3. Establish a “team rep” from each varsity sport who will take responsibility for that team.
4. Coordinate communication to various sports teams about meetings, prayer needs, ministry opportunities with team reps.
5. Coordinate outreach opportunities to various sport teams w/Team reps.
6. Become an official FCA Teammate by signing the Competitors Creed and promote official membership in FCA to all those who attend Huddle meetings.

Communications Coordinator

1. Demonstrate leadership and live a consistent Christian life.
2. Keep records of all officer meetings.
3. Write all correspondence for the group including thank you notes when meeting in homes, for guest speakers, etc.
4. Handle all communication with local, state and Home Office (in Kansas City) in conjunction with Huddle Coach.
5. Keep notes of activities and events so they can be used as a guideline for future Huddles.
6. Coordinate publicity of Huddle meetings & special events (signage, e-mail blasts, flyers, announcements, etc.)
7. Oversee any website posted by school FCA.
8. Become an official FCA Teammate by signing the Competitors Creed and encourage others to join.