

# VOLUNTEERS OF THE MONTH

*nominated by Ric Hutchenson*

Our Tri Volunteers of the Month are: Rita Danklefs: Supervised Novice Play Administrator, Jan Fambro: CMARS Administrator and Teresa Moen: Player Development Administrator.

The Supervised Novice Play program provides daily instruction to over 350 club members a year. On any given day the program includes between 80 to 120 players. Managing this program requires a dedicated team of volunteer administrators.



Rita is responsible for maintaining the Novice Play Model Student Evaluation module. This module is used to track the advancement of each active student from the day they enter the SNP program until they graduate. Each day, she receives up to 15 evaluation emails from SNP instructors regarding the performance and advancement recommendations for the students they had for that day. She reviews that data and inputs it into each student's file in the module so that the files are current and accurate.

Jan is responsible for maintaining the Novice Play Model Current Cycle module. This module is used to provide names of the individual students and instructors for each SNP class. At the beginning of each week Jan reviews the daily class registration reports in the Club's Court Management and Reservation System (CMARS) for both students and instructors. She uses that information to update the listing of students and instructors in the Current Cycle module for each day of the upcoming week. She then reviews the same information a day or two before each class and updates it for the changes that invariably occur. This information is used to provide each instructor with current evaluations of the students they will have in their class each day.



# VOLUNTEER OF THE MONTH (CONT.)

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Teresa is responsible for maintaining the Novice Play Model Suspense module. This module is used to track the status of individuals who have asked to be temporarily suspended from the SNP program due to injury, travel, or other reasons. These individuals continue to remain on the active distribution list for all informational emails until they return to the program or ask to be removed. Teresa maintains contact with these individuals and updates the module to provide current information regarding their status. She is currently working with 45 members in the Suspense module.

While none of these jobs are individually overwhelming, together they require a large time commitment. Without the willingness of Rita, Jan and Teresa to volunteer their time, the SNP program would not be the huge success that it is today. If you see them on the courts please say, THANKS.