



# Volunteer Descriptions

All positions fulfill 1 commitment (unless otherwise noted)

These descriptions are subject to change as needed and other volunteer positions (not listed) may become available as well. These positions and descriptions are provided to give families an idea as to what is expected during the football/cheer season. Should you have any questions or concerns, please contact [Jacqueline Beccari](#).

## **Booth Announcer:**

1. Report to press box 15 minutes prior to start of game and sign in. You will be briefed on any announcements that may need to be announced.
2. Check out game rosters in roster notebook
3. Home games press box position that requires public speaking experience, knowledge of the game, ability to demonstrate neutrality and enthusiasm.
4. Welcome visiting team, introduces players, make comments about plays/score (assisted by Booth Assistant), make announcements, sponsor call outs, promotes good sportsmanship, & announce 50/50 winner.
5. Do not leave press box until replacement arrives.
6. Announce at halftime for the next playing teams to report for weigh in (please announce 5 minutes before halftime when a game follows)

## **Booth Assistant:**

1. Report to press box 15 minutes prior to start of game, sign in. You will be briefed as needed.
2. Home games press box position that requires knowledge of the game, focus and attention to detail, & knowledge of the player's names (sheet provided).
3. Work with announcer to track players on field so completed plays can be correctly announced.
4. Do not leave press box until replacement arrives.

## **Scoreboard Operator:**

1. Report to press box 15 minutes prior to start of game and sign in
2. You will be briefed on how to operate time clock and scoreboard

## **Chain Gang (home games):**

1. Report to field 15 minutes prior to game and sign in at the press box
2. Get your volunteer badge and go on to the field
3. Home game on-field position requiring general knowledge of the game of football
4. Move chains down the field in conjunction with the game play. Referees will instruct you to move chains

## **Field Clean up--end of day (home games):**

1. Sign in at the press box 15 minutes before the end of the game
2. Get your volunteer badge (GLOVES AND GARBAGE BAGS)
3. Clean up field, bring things to trailer and picking up left items/garbage in the stands, ensuring all items are
4. returned to trailer (scale, water coolers, bags, medical kit)

**Spotter:**

**Note: For AWAY games, please check in with the Unit Director for spotter sheet**

1. Report to press box 15 minutes prior to game, & sign in with volunteer coordinator
2. Head down to field.
3. Home/Away game position on sideline
4. Requires knowledge of team member's names & positions.
5. Assist coach and unit director to ensure each player receives minimum plays per half.

**50/50 Sales:**

1. Report to press box 15 minutes prior to game, sign in with volunteer coordinator, & head to fans.
2. You will be given a box containing tickets, change, & instructions.
3. **For shout out volunteer:** you will be given a box with shout out forms, pencils, & change.
4. Overview:
  - a. Sell 50/50 tickets and shout outs should be sold to both the home and visitor fans.
  - b. COST: to be determined
  - c. At the end of the third quarter, you should bring the box, tickets, and money collected back to the press box.
  - d. Winner of 50/50 will be announced during the 4<sup>th</sup> quarter. You may use your discretion extend sales in order to increase sales
  - e. **Shout-out volunteers** should sell shout-outs to home & visitor fans & bring shout-out up to the booth announcer one time each quarter. Return shout out box prior to the end of the 4<sup>th</sup> quarter.

**Photographer:**

1. Report to game 15 minutes prior to start, and sign in with volunteer coordinator.
2. Home & Away: Position yourself on sidelines. Take digital photos of players & cheerleaders.
3. Must bring own digital camera (NO smartphone pictures)
4. Upload the photos to website in order to get credit for completion of volunteer position
5. Goal is to obtain pictures of EVERY player for yearbook purposes. Please take pictures of different players, not just big plays or specific players. Please see a Board Member for examples.

**Haul Trailer to and from Games:**

1. The trailer must arrive 1 1/2 hours before the 1st game of day
2. Requires a vehicle with a hitch.
3. The trailer is hauled to and from Musson Elementary to our home game field.
4. Home field: Rochester High School

## **Volunteer descriptions for *special events***

### **Pep Rally**

1. Set-up (e.g., chairs, tables, etc.)
2. Water sales
3. Cooks
4. Clean up/tear down (e.g., pick trash, put trash in dumpster, breakdown chairs & tables):

### **Parents Day**

1. Assist with parent line-up

### **Banquet**

1. Early morning set-up:
  - a. You will have time to go home & then return for banquet
2. Banquet Greeter/Table Ushers/Helmet & Megaphone Signing:
  - a. Check-in guests
  - b. Escort guests to table as needed
  - c. Help kids sign helmets & megaphone
3. Banquet Raffle Tickets:
  - a. Sell raffle tickets to guests before ceremony & during dinner

### **Equipment Hand-in:**

1. Receive football and cheer equipment/uniforms
2. Checking in, sorting gear and providing necessary documentation back to player/parents

### **Yearbook Assistant:**

1. Managing and organizing pictures of football players and cheerleaders for the entirety of the season. You will sort through the weekly photo uploads of your designated squad and pick the best for selection into the yearbook. We currently use Shutterfly as our photo upload website.