



## **Rochester Raiders Volunteer Roles & Responsibilities**

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.

### **Booth Announcer (Home Games)**

- Report to press box 30 minutes prior to start of game, you will be briefed on anything that may need to be announced
- Check out game rosters in roster notebook
- Press box position that requires public speaking experience, knowledge of the game, ability to demonstrate neutrality and enthusiasm
- Welcome visiting team, introduce players, make comments about plays/score (assisted by Booth Assistant), make announcements, call out sponsors, read shout outs, promote good sportsmanship, & announce 50/50 winner
- Announce at halftime for the next playing teams to report for weigh in (please announce 5 minutes before halftime when a game follows)
- Do not leave press box until replacement arrives

### **Booth Assistant (Home Games)**

- Report to press box 30 minutes prior to start of game and you will be briefed as needed
- Press box position that requires knowledge of the game, focus and attention to detail, & knowledge of the player's names (sheet provided)
- Work with announcer to track players on field so completed plays can be correctly announced
- Do not leave press box until replacement arrives

### **Scoreboard Operator (Home Games)**

- Report to press box 30 minutes prior to start of game
- You will be briefed on how to operate time clock and scoreboard

### **Chain Gang (Home Games)**

- Report to field 15 minutes prior to game
- Get your volunteer badge and go on to the field
- Home game on-field position requiring general knowledge of the game of football
- Move chains down the field in conjunction with the game play. Referees will instruct you to move chains
- Cell phone usage prohibited during game

### **Field Clean Up--End of Day (Home Games)**

- Arrive at least 15 minutes before the end of the game
- Get your supplies (gloves, garbage bags, etc.)
- Clean up field, bring things to trailer and picking up left items/garbage in the stands, ensuring all items are returned to trailer (scale, water coolers, bags, medical kit)

### **50/50 Sales (Home Games)**

- Report to volunteer check-in 15 minutes prior to game, sign in with volunteer coordinator
- You will be given a box containing tickets, change, & instructions
- Sell 50/50 tickets to both the home and visitor fans
- Cost to be determined
- At the end of the third quarter, you should bring the box, tickets, and money collected back to the press box
- Count the money and log total earnings on the sheet
- Winner of 50/50 will be announced during the 4th quarter. You may use your discretion extend sales in order to increase sales
- Meet winner and deliver earnings

### **Shout Out Sales (Home Games)**

- Report to volunteer check-in 15 minutes prior to game, sign in with volunteer coordinator
- You will be given a clipboard with shout out forms, pencils, & change.
- Shout-out volunteers should sell shout-outs to home & visitor fans & bring completed shout-outs up to the booth announcer at least one time each quarter
- Return shout out clipboard and earnings to volunteer coordinator prior to the end of the 4th quarter

### **Concessions (Home Games)**

- Report to volunteer check-in 15 minutes prior to game, sign in with volunteer coordinator
- Sell and restock items for entirety of the game, monitor cash box
- Ensure payments were successful for customers paying with Venmo
- Inform Board Member In Charge if any supplies need to be restocked

### **Photographer (Home & Away Games)**

- Report to game 15 minutes prior to start, and sign in with volunteer coordinator.
- Home & Away: Position yourself on sidelines. Take digital photos of players & cheerleaders.
- Must bring own digital camera (NO smartphone pictures)
- Upload the photos to website in order to get credit for completion of volunteer position
- 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 (Home Games)**

- The trailer must arrive 2 hours before the 1st game of day
- Requires a vehicle with a hitch
- The trailer is hauled to and from Musson Elementary to our home game field

### **Yearbook**

- Create yearbook page for your team
- Photos and software will be provided, your role will be to select photos for the collages/pages to represent each player on the team
- Pages will need to be complete by print deadline

### **Banquet (Post Season)**

- Multiple positions for set-up, during and clean-up of the banquet (approx 2 hours each)
- Duties include: Set up/ decorating raffle, trophy and dining tables, checking in guests, selling raffle tickets, putting away decorations