

## ALT Field Ambassador Responsibilities 2016

1. Sign up for a Field Ambassador Shift on the BBA website under the DIBS tab
2. Arrive for your designated game at least 15 minutes before the start of your assigned game.
3. Check in at the Field Ambassador Table near the Snack Shed at Mitchell Park
4. Once you have checked in:
  - a. **Get your Field Assignment**
  - b. **Pick up your Bucket**- This is to collect charity donations at the bottom of the 3<sup>rd</sup> inning of each game. Please ask a volunteer to walk around to BOTH sides at the bottom of the 3<sup>rd</sup> inning. They can bring the donations to the SNACK SHED and give them to Kurt Dyer or Jay Waterman
  - c. **Get 3 Baseballs for each game**- Jay Waterman will give you 3 balls for the game. Please give these to the umpires when they arrive on your field.
  - d. **Score Board Signs and Numbers**- Once you are assigned a field, find out what teams are playing. Take a sign and a box of numbers for the scoreboard. Please keep score (on the scoreboard) during the games. Please Note: usually there is an announcer in the Press Box on Leonard and Pullan. As the Field Ambassador you can do the Wooden Score Board as well. However, if there is not a score keeper in the box, you can be the Field Ambassador AND keep score in the press box.
  - e. **Pitching Summary and Game Results Sheet** - There are 2 sheets / game (one sheet for each team). The Field Ambassador must fill in the **Team Name** section, and then give to the teams' coaches. Please emphasize that this sheet **needs** to be filled out by the coaches at the end of each game. Please ask each coach to sign the summary sheet and turn it into the Snack Shed. This is the official score sheet for the tournament.
5. **Appeal Committee Volunteers**: When you get to the field ask for a parent volunteer from each team to be on the Appeal Committee for the game. Both parent volunteers will represent a neutral position if there is question or concern about the game.
6. **Pullan Field and Leonard Field Ambassadors**- Please be sure there are NOT kids (under the age of 18) running up and down the stairs for the Press Boxes. Children MUST be accompanied by a parent (one child per parent). The press boxes are NOT a place for children to be running around and distracting the score keepers or announcers during the tournament. If you see children in either of these places, please inform them that children are not allowed in these areas without a parent.
7. **At the end of each game**- Return the scoreboard signs and numbers to the Snack Shed area as well as any balls, Donation Bucket, or game summary sheets.

*Thank you for volunteering for the Al Leonard Tournament! Please consider volunteering for another game or in the Snack Shed*