

## **2018 AIRSTRIKE VOLUNTEER JOB INFORMATION SHEET**

I want to personally thank each and everyone of you for stepping up to help with the 2018 Dana Hills AirStrike Passing Tournament Saturday May 19th, 2018.

Each volunteer position is covered below. Please locate the job (or jobs) you signed up for and review the requirements for that position. I feel I have covered most of the requirements, but with anything in life...there could be unexpected challenges.

The AirStrike Tournament is a huge event in the Southern California Football world. In the past few years AirStrike has lost some of its luster. Last year's event was a great success and announced to everyone that Dana Hills Football is back on track and moving in the right direction. We didn't have to work as hard this year as we did last year to get teams to join us at AirStrike. In fact...teams called us this year to be part of our event. And for the first time in as long as I can remember...we turned teams away.

No matter what the outcome I want everyone to have a great time, make new friends and enjoy our great location.

If you have any questions, please let me know.

Thank you again,

Gary Fischer  
DHFootball 12th Man Booster Club  
2018 AirStrike Coordinator

## **Set-Up and Tear Down of Fields, Easy ups, Signs, Parking Lot, etc.**

### **Set-up Shift: Arrive at 6am and meet at blue gates main entrance**

- Set up Team Registration tables and tent
- As easy ups arrive put out in remote field areas
- Set up parking signs and layout cones for other school events that day
- Help food service people set up their stations around campus if needed
- Put up directional signs and AirStrike event boards.
- Run extension power cables to vendor area
- Open bathrooms by fields #5 and #6. Code will be provided.

### **Tear down Shift: Arrive by 5pm.**

- Collect all AirStrike banners and information boards bring back to vendor area
- Help food service people breakdown remote locations if needed.
- Take down any easy ups and return to staging area by main gates Info/Reg table.
- Collect any football equipment from remote fields bring to staging area
- Help any vendors still at event break down and clear out vendor area.
- Make sure food service vendor cleans snack bar and it is left clean
- General clean up of all playing fields and field areas and stadium steps.

## **Team Registration & Event Information Tent**

### **Shirt #1 - 7am till 12noon**

- Check-in and provide information to teams and coaches.
- Each team will receive a "Team Box".
- As teams arrive and check in:
  - Give each team their "Team Box"
  - Collect all player waiver forms. If no forms call David Simmons.
  - Advise coach(s) the "Coach Meeting will be on Stadium field @ 8am.
- You will be provided a map showing where all fields are located as well as food service areas and restroom locations.
- You will also be provided location of the AirStrike Rules, Pool Play schedule and Championship brackets. (Large poster boards hanging on blue gates)
- When Refs arrive contact David Simmons. He will gather them and take them to their staging area for the day.
- \*Record both winner and score of each game from Score/Time keepers for Championship Bracket tracking. These will be called in after each game  
(THIS IS VERY IMPORTANT)

### **Shift #2 - 12noon till 5pm**

- Provide event information for people arriving late.
- Answer questions regarding:
  - Where fields are located (map will be provided)
  - Game Schedules
  - Restroom locations, etc.
- \*Record both winner and score of each game from Score/Time keepers for Championship Bracket tracking.

## **Score Keepers**

**Shift #1 – 8:00am till 12:30pm**

**Shirt #2 – 1:00pm till 4:00pm**

**Championship Games 4:00pm – 5:00pm**

- Work in conjunction with Time Keeper.
- Work with game refs to accurately track and record all points scored by each team.
- Report winner and score of each game back to registration tent in front of school for over all event tracking.

## **Time Keepers**

**Shift #1 – 8:00am till 12:30pm**

**Shirt #2 – 1:00pm till 4:00pm**

**Championship Games 4:00pm – 5:00pm**

- Work with game refs to accurately track Snap-to-Pass time limit of 3.50 seconds.
- Will be provided time keeping device to accurately track Snap-to-Pass time limit
- Work with refs to track overall game time limit of 40 minutes.
- May need to combine with Score Keeper role because of low volunteer rate.

## **Easy up donation**

**Drop off at 6:30am in front of school by Registration Desk/Tent**

***Please mark your easy up with marker or something to identify it.***

Please take easy up out of travel back and keep travel cover with you.

Easy-ups will be available for pick-up after 6pm.

Any easy-up not picked up will be placed in snack bar and can be picked up the following week during team practice at 5pm.

## **Assistant Event Coordinators**

**Shift #1 – 6:00am till 10:30am**

**Shirt #2 – 10:30am till 3:00pm**

**Shift #3 – 3:00pm till 6:30pm**

Assist Gary Fisher throughout the day in various needs. Might be to fill in for any other job. \*Be ready for anything.

## **Vendor Relations Help**

### **Shift #1 – 7:00am till 8:30am**

We are still working on securing sponsors for this year's event. Once we have commitments, a map will be provided where each will be located.

Basic duties:

- Help vendors locate their display area (again map will be provided)
- Help vendor with set-up and provide a table if they need one.
  - \*We will be using Dana Hills' folding tables if needed.
- Make sure they know where restrooms are located.
- Try to resolve any issues they have or needs that might come up.

## **Snack Bar**

**Shift #1 – 7:30am till 10:00am**

**Shift #2 – 10:00am till 1:00pm**

**Shift #3 – 1:00pm till 3:30pm**

This is the biggest need we have for the day. In previous years we've cleared \$2,000 for the day and in some years...\$3,000.

We will have two stations: the main snack bar down on far side of football field and another at the top by the main entrance of the stadium. The one by the main entrance is our busiest location.

We need two or three cooks for the top location. They will be responsible for, well, cooking. We will be serving hot dogs and hamburgers, chips, candy, drinks, etc.

We need people to take orders and take money. We need people to help fill orders and get drinks for people. We also need people to keep the snack bar stocked. We will have several golf carts available to us to help with this effort.

If you ever worked in a snack bar...you have a good idea what this is all about.