**BK VOLUNTEER DESCRIPTIONS**

**Varsity Team Coordinator & JV Team Coordinator:**

**The Team Coordinators are a new volunteer role and are absolutely critical to our success! Responsible for scheduling the table volunteers and helping to rally the troops for the volunteer needs of each team. If needed, the Team Coordinator assists the with urgent, emergent, or weather-related communication using the established communication method.**

**Scorekeepers (Varsity & JV):**

**Keeps score at home and away games.  More details will be given at the Score Table Clinic. Assists Game Coordinator with various pre-game tasks on the day of the game.  Arrive 30-45 minutes prior to start of each game.  *Experience at the high school scorekeeping level or must be trained.***

**Spotters (Varsity & JV):**

**Spot the plays, players, etc. for the scorekeeper and coach.  More details will be given at the Score Table Clinic.  Assists Game Coordinator with various pre-game tasks on the day of the game.  Arrive at least 30 minutes prior to start of game.  *Experience or training required.***

**Timer/Scoreboard (Varsity & JV):**

**Runs the clock and scoreboard at all homes games.  More details will be given at the Score Table Clinic.  Assists Game Coordinator with various pre-game tasks the day of the game.  Arrive at least 30 minutes prior to start of game.  *Experience or training required.***

**Team Dinners (Varsity & JV):**

**Varsity and JV will each have 3 separate team dinners spread throughout the season. These dinners are for players and coaches. Dates are being finalized. Each dinner will be hosted by at least 2 families who will provide main dish, sides, dessert and drinks. Varsity dinners will be held in individual homes, and JV dinners will be held in the BK cafeteria. A schedule will be posted on the website when finalized.**

**Photographer (Varsity & JV):**

**Ideally, we’d like a dedicated individual to both the Varsity and JV teams to take photos at all games.  If we are unable to get one photographer each for Varsity and JV, we will split this role and have 2-3 people per team share the role throughout the season. This involves taking photos at home and away games, and then uploading the pictures to a pre-selected website (tbd) where the link can be shared with parents/players.**

**Videographer (Varsity & JV):**

**Ideally, we’d like a dedicated individual to both the Varsity and JV teams to video all games.  However, we will set up a team of individuals if we cannot find someone who can commit to filming all games.  The responsibilities include taking high quality film of games to be shared with the players by the coaches after games. We want to ensure the quality is such that college recruiting videos can be made, too, for those players who need to make a highlight film. Video will be uploaded to a specific website (tbd).**

**Locker Decorations:**

**Coordinator plus a team of 2-3 individuals to assemble decoration panels for Varsity and JV lockers at least once (preferably at the beginning of the season). The school has very specific guidelines for how lockers can be decorated. When the decoration panels are complete and ready, the school will physically hang them on the locker of each player.**

**Senior Day Coordination:**

**Coordinator plus a team of 4-5 individuals to coordinate all activities around Senior Day. It would be ideal to have 3-4 senior parents and 2-3 junior parents.  Junior parents learn the ropes for the following year and allow the senior parents to fully enjoy that day with their senior player. These volunteers are responsible for senior collages, player bios for senior introductions, halftime planning (including flowers), pizza party following last home game, etc. All senior families will be involved in some capacity - especially in preparing collages and bios.**

**End of Year Party Coordinators (Varsity & JV Combined):**

**Coordinator plus 2-3 individuals to help with the end of year party. Responsibilities include:  identifying a location, food plan/meal coordination, coaches gifts, and working with coaches on senior gifts.**

**Optional - Uniform Cleaning (Varsity & JV):**

**Varsity and JV teams will each have a coordinator with a team of 2-4 more individuals who will wash and hang dry the game jerseys after every game and prepare them for the next game.   Every individual will have a checklist of how this is to be completed.**