RSMI 2017 General Volunteer Information

* All volunteers should wear maroon “Mighty Rebel Band Volunteer” shirt or a Rebel Band Shirt of some kind
* All volunteers should wear RSMI name badge
* All volunteers (students & adults) should check/sign-in at the Volunteer table (located on home side under the stands)
* An MISD Police Officer will be our security all day Saturday
* Contact her/him if an emergency situation arises and Carla Wilson or Misty Gray cannot be reached, or it requires law enforcement.
* Upstairs of Grande(Press Boxes)
	+ No one allowed upstairs except Judges (3), Band Directors, and Lee HS Band Hospitality Volunteers
	+ Hospitality will be on the 2nd floor. Contest Office will be on the 2nd floor with Miss Frazier.
	+ Some Lee Band students may assist with running and will be allowed up the elevator (Chairman will notify elevator guard of students allowed)
	+ No volunteer children, family, friends, etc should be allowed upstairs
* Water will be available in the First Aid Nurse’s Station by the elevators on Home Side.
* Everyone pays for a wrist band EXCEPT those who are volunteering. Bands will receive a packet of wrist bands for their volunteers.
* VIP guests will have pink bands. Please greet them with a smile.
* Be mindful of people trying to sneak over the bridge from the performance area to the stands. We will have a volunteer to watch that area and sell wristbands.

Thank you so much for volunteering! RSMI would not happen without YOU!!

Any questions, please contact: Please text or call with problems:

Carla Wilson- 432-413-1037 or Misty Gray- 940-372-0855

**Pit Crew**

**Marching Field**

Pit Crew will help the bands get their equipment on/off the field and monitor time.

Brent Hoak will be available to answer questions.

**JUDGE HELPERS**

**3rd Floor of Pressbox at Grande**

**STUDENTS AND HOSPITALITY HELPERS**

You will assist the judges with whatever they need.

You can get coffee, snacks, water, and sharpen pencils.

Run score sheets to the contest office on the 2nd floor and to the judges on the 3rd floor. Please do not interrupt a judge while a band is performing.

Wait quietly outside your judge’s room at

all times when you are not assisting him. Check with your judge prior to the beginning of the contest to find out how they would like to communicate with you. Will they knock? Will they open the door? Do they want you to wait 10 min after the band performs and then knock quietly and come in? Find out your judge’s preference.

Always be polite and use your manners like, please, thank you, yes mam, no sir, etc.

If you need anything, or if your judge has a request you don’t understand, or you can’t accomplish alone, please call for help.

Text Mrs. Wilson 432-413-1037

Mrs. Gray 940-372-0855

TICKET SALES

THIS YEAR THE TICKET WINDOW WILL BE AT THE GATE 1 WINDOW ON THE SOUTH END OF THE HOME SIDE.

PRICES:

Adults $7

Students over 5, and Seniors over 65 are $5

Children under 5 are free

Lee High Band students get in for free.

VIPS will have wristbands.

Each band will receive 10 wristbands for their volunteers.

Please text or call with problems:

Carla Wilson- 432-413-1037

Misty Gray- 940-372-0855

Taryn Snider- 432-559-8696 Treasurer

**Spirit Sales/Patches/Elevator Guard**

The Spirit Sales Patch table will be set up near the elevators inside the gates, near the concession stands.

This table is also responsible for making sure the elevator is protected from people who do not need to be in it. All band directors, judges, hospitality, and student helpers who have a job in the press box can go up! Guests of volunteers, children, parents and friends cannot go up!

This year we will have the letter jacket event patches and year patches, plus patches from the past years. Past years are available first come first served.

Big Event Patch - $5

Year Patch -$3

PLEASE keep the patch box organized!

We will accept cash or checks made out to Lee High Band.

Ginny Elliott will also be taking orders for LEE hitch covers. $40

Taryn Snider will be the banker and available all day. She will be checking in with you throughout the day to collect and count money. If you need more change during your shift, please let her know.

Taryn Snider: 432-559-8696

**BRIDGE**

Only band directors and volunteers with arm bands are allowed to cross the bridge on the Home side. Each band was given 15 wrist bands for directors and volunteers.

If you see someone without a wrist band, they will need to purchase one at the bridge, or walk around to the ticket gate #1.

Any questions, please contact:

Please text or call with problems:

Carla Wilson- 432-413-1037

Misty Gray- 940-372-0855

**PROGRAM SALES**

**Programs are $2 each. They have all the bands’ warm up and play times. They also have the bands’ show information.**

**Please be cheerful and welcoming to everyone you meet, and encourage everyone to get a program!**

**Taryn Snider will be collecting money from you and checking to see if you**

**need change.**

Please text or call with problems:

Carla Wilson- 432-413-1037

Misty Gray- 940-372-0855

Taryn Snider 432-559-8696

**Band Escorts**

All escorts should report to the canopy in the Bus Parking Lot on the Home Side.

Buses will first stop at the entry area on near the gated area to get to check in, and get their volunteer bracelets. They will then head to the parking lot area to park buses and trailers.

Band escort will then get on the bus and welcome the director and band with JOYFUL ENTHUSIASM!

Some directors may have a script that they want read when their band enters the field. The Band Escort will take this up to the press box to Mr. Fawks. You should immediately return to your band.

Unless you are on an errand, please stay with the band at all time. Please do not talk or text on your cell phone. It is your job to help the bands find the warm up areas, show them where the restrooms are, and make sure the bands are staying on schedule. Please follow the band schedule provided. However, we will remain calm, and not stress out if bands do not move when it is time, or if they run late. Bands Escorts will remind the band at 5-minute intervals after their time to move has come and gone.

 Band Escorts will have red signs that read “TIME” to signal the directors. After your band has performed and is out of the stadium, return to prepare for the next band.

Any questions, please contact:

Please text or call with problems:

Carla Wilson- 432-413-1037

Misty Gray- 940-372-0855

**RSMI Banker 2017**

* Obtain cash for the event – Lots of ones!
* $3,000 total; $2,000 in ones
* Admission $7 for adults, $5 for students/senior citizens (65 & up), under 5 free
* Provide cash boxes, bags, etc for locations
* 3 at ticket window
* 1 at Spirit Sales
* Maintain cash during event
* Maintain accurate, individual accounting of all cash boxes at ticket windows & spirit sales
* Maintain money not in use in a secure location
* Count all money and receipts at end of day (between shifts & throughout the day recommended)
* Show starting/ending balance for each location
* Consider counting and sign off at beginning/ending of each volunteer’s shift
* Bring Checkbook/CC to event
* Bring Receipt book to event
* Contact chairman if more help is needed at any of the front gate locations

Any questions, please contact:

Please text or call with problems:

Carla Wilson- 432-413-1037

Misty Gray- 940-372-0855

**Bus Entrance/Parking Lot 2017**

* Bus entrance is off
	+ North side near Deauville St.
* Bus Entrance Attendant stays at the entrance and when buses approach he allows the buses to enter
	+ No personal vehicles may enter this area.
	+ Only for buses & equipment trucks/trailers
	+ Personal vehicles carrying equipment may enter this area.
* Parents accompanying the band, but not on the bus or carrying equipment, should be directed to enter through the WEST side, or HOME side of the stadium
* Use your own judgement if a vehicle claims to be carrying food/water/equipment for the band
	+ They can enter, drop off then move to the HOME parking lot
* Alert Bus Canopy & Bus Parking Attendant that a vehicle is entering with XYZ Band to drop off water/supplies
	+ These 2 should make sure the car drops off supplies and exits the bus parking area to enter through the front gate
* Bring a chair/book/music
	+ This is a slow position but very important!!

Any questions, please contact:

Please text or call with problems:

Carla Wilson- 432-413-1037

Misty Gray- 940-372-0855

**Hospitality**

Hospitality Contact is Rosa Mitchell and Jeanette Freeman

The 2nd floor of the press box will be hospitality for volunteers. Pizza will be served for volunteers only at lunch and at dinner. Please do not bring family, friends, or students who are not working.

The 3rd floor will be for judges.

The ladies will have snacks and water for the judges. Please help them keep food and drinks restocked, and the rooms clean.

Hospitality will also help run errands for the judges. Please make sure they have everything they need as far as food, drinks, and supplies. Please help them run paperwork to the 2nd floor contest office. Miss Frazier will be in charge of the contest office.