

ISL CHAMPS 2015 - TEAM JOBS

SUBJECT TO CHANGE

HEAD TABLE

COLLEGE PARK-ANNOUNCER/HEAD TABLE ADMIN

- Admin set up- Ed McCahill
- Announcers - 6
 - 8:30-10:30- 2
 - 10:30-1:30- 2
 - 1:30-4:30- 2
- Review sound needs, mics. etc. with Lizzie ahead of champs walk through on 7/23.
 - Announcer table same location as 2014
- 2:30-4:30 6-Ribbon Writers
- 10:00-1:00 Records Check – 2 Volunteers
- 1:00-4:00 Records Check – 2 Volunteers

SOUTH IRVINE DOLPHINS-HEAD TABLE AWARDS

- 18 Ribbon Writers – 10:00-4:30
 - 10:00-12:30 – 6 Volunteers
 - 12:15-2:45 – 6 Volunteers
 - 2:30-4:30 – 8 Volunteers

TURTLE ROCK BROADMOOR SHARKS-HEAD TABLE ADMIN

- Head Table-Admin Set Up-Lizzie Howard
 - 5 Results Posters (post results in blue boards at entrance to pool)-5 TOTAL
 - 9:00-11:00 2 Volunteers
 - 11:00-1:00 2 Volunteers
 - 1:00-4:00 1 Volunteers
 - 5 Runners – (bring event sheets with times from timers to head table) -5 TOTAL
 - 8:45-11:00 2 Volunteers (1 blue pool/1 red pool)
 - 11:00-1:00 (OR until blue meet over)- 2 Volunteers (1 blue pool/1 red pool)
 - 1:00-4:00 1 Volunteer (red pool only)
- 9 TIMERS

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### **COLONY-WARM UP POOL MONITOR**

- Will be provided Orange Vests
- Will need to monitor warm up pool 7:00-12:00
  - 1 Volunteers needed per shift – 4 total
    - Shift 1- 7:00-9:00
    - Shift 2- 9:00-11:30
    - Shift 3-11:30-1:30
    - Shift 4- 1:30-3:30
  - No diving
  - No Running
  - No playing in the pool
- 15 TIMERS

### **COURTSIDE-CONCESSIONS (LEAD ROLE)**

- 20 Volunteers (up to CS to divide shifts/work with VP on shifts)
- Lil Shavers, Juice it Up, Food Trucks
- Woollett Concessions Window Sales
- Menu to me by 7/29
- Morning starting bank provided by CS-\$500
- Storage in advance on Friday evening
- 1 parking spot available to CS

### **DEERFIELD –APPAREL**

- APPAREL DELIVERY TO DF VOLUNTEER THURSDAY 8/6/15-TBD
- 6:30am SET UP
- Provide 2-6 foot tables, 1-2 EZ UPS
- 4 VOLUNTEERS 7:00AM-9:00AM
- 2 VOLUNTEERS 9AM-11AM
- 2 VOLUNTEERS 11AM-1PM (OR SOONER IF SOLD OUT)
- Provide cash bank of \$300 (small bills)
- Inventory items at end of sale (bring to head table)
- 12 TIMERS

### **GREENTREE-CAMPSITE SET UP AND MARSHALL**

- PROVIDE 5 CAMPSITE WORKERS FRIDAY 8/7 5:00PM
- 18 MARSHALS

### **HERITAGE PARK- BLUE READY BENCH (20 Volunteers)**

- Help Strategize best practices with Oak Creek (2014 Ready Bench Lead team)-will set up meeting with OC/NWP/HP during season
- Keep shifts as long as possible for continuity
- Ready Bench workers needed – report from approx. 7am-1:00pm
- 3 TIMERS

### **NORTH IRVINE KNIGHTS-CAMPSITE CLEAN UP**

**PLEASE BE SURE YOUR VOLUNTEERS KNOW THIS IS AN END OF MEET JOB – 3-4PM AND ASSIGN SPECIFIC PARENTS**

- \$500 deposit collected from each team for trash

- City Staff will be working all day removing bagged trash from Campsite from 10:00am-end
- Each team will be responsible for bagging their trash during the meet.
- Each team will be checked out by North Irvine and Portola Springs Storm (teams divided once campsites determined) and will receive deposit back when campsite is cleaned up and broken down
- End of Meet-Provide 5 or more workers
- Break down and stack recycle Waste Management bins in good shape-move to front of Woollett
- Collect wooden team stakes
- Move any bags of trash left at campsites (deposit retained) to cart path for pick up by City (TBD)
- 15 TIMERS

#### **NORTHPARK-RED READY BENCH**

- Provide EZ ups to cover swimmers Ready Bench and walk way to meet
- Work with Woodbury on process – will set up meeting towards end of season to strategize w/WBY
- Provide 14- workers over course of day in Ready Bench-you can determine shifts – MUST BE IN PLACE AT 8:30-4:30PM
- 6 TIMERS

#### **NORTHWOOD POINTE-BLUE READY BENCH**

- Help Strategize best practices w/HP (and OC team lead from last year)
- Keep shifts as long as possible for continuity
- Ready Bench workers needed – report from approx. 7am-1:00pm
- 6 TIMERS

#### **OAK CREEK ORCAS- HEAD TIMERS**

- TIMER COORDINATOR/BACK UP TIMERS
  - 8:30-10:30AM (1 BLUE POOL, 2 RED POOL)
  - 10:30-1:00PM: (1 BLUE POOL, 2 RED POOL)
  - 1:00-4:00PM: 2 RED POOL ONLY
- TOTAL COORDINATORS/BACK UP TIMERS: 8
- SPREADSHEET AND SHIFTS PRE-DETERMINED AND PROVIDED
- 12 TIMERS

#### **PARK PASEO-SET UP**

Friday Night and Morning of Meet-

- FRIDAY 6:00PM
  - Set Deck w/NOVA (approved by City Staff)
  - 3-4 Volunteers - Set up trash cans (leave inside gate for morning set-up-need)
- SATURDAY MORNING- 7:00AM
  - Finish deck and admin set up
  - Blue Ready Bench
    - 6 – 8 rows of 6 chairs (as many rows as will fit)
  - Set up Pre-ceremony area- 2 rows of 8 chairs

- Attend walk through 7/23 6:30pm
- 12 TIMERS

### **PORTOLA SPRINGS STORM – CAMPSITE CLEAN UP**

**PLEASE BE SURE YOUR VOLUNTEERS KNOW THIS IS AN END OF MEET JOB – 3PM AND ASSIGN SPECIFIC PARENTS**

- \$500 deposit collected from each team for trash
- City Staff will be working all day removing bagged trash from Campsite from 10:00am-end
- Each team will be responsible for bagging their trash during the meet.
- Each team will be checked out by North Irvine and Portola Springs (teams divided once campsites determined) and will receive deposit back when campsite is cleaned up and broken down
- End of Meet-Provide 5 or more workers
- Break down and stack recycle Waste Management bins in good shape-move to front of Woollett
- Collect wooden team stakes move to front of Woollett
- Move any bags of trash left at campsites (deposit retained) to cart path for pick up by City (TBD)
- 15 TIMERS

### **QUAIL HILL-HOSPITALITY**

- Provide Coolers with ice and water (2 at Head Table, 4 at Red Pool, 4 at Blue Pool)
- Donated water-Ralph's, location and time for pick up TBD
- Plan and Provide Lunch for Officials-Pizza/Subway/Togos Sandwich, Fruit, Dessert-request donations from local lunch place. – NEED TO KEEP SANDWICHES COLD AND NO MAYO OR MUSTARD ON THEM
- *Coaches Meals – TBD (box lunches possible)*
- 1 reserved parking spot for HOSP.
- 15 TIMERS

### **TURTLE ROCK HIGHLANDS TIDAL WAVE-PARKING LOT MONITOR**

- Need 2 volunteers to assist with roping off parking for 40-lottery parking stalls **5:30am arrival** (work until 8:00am)
- 2 monitors 7:00-9:30am
- ISL will provide caution tape
- Workers will need own chairs if they want
- Cones if available
- Lizzie to provide list of parking VIPS (plus 2 spots per team reserved)
- 15 TIMERS

### **VILLAGE PARK-CONCESSIONS-20 volunteers**

- Concessions Window Sales
- Shopping for groceries/supplies – list provided by CS
- Morning starting bank provided by CS-\$500
- Storage in advance will be on Friday evening
- 1 reserved parking spot to NP

### **WESTPARK –PROGRAMS**

- Program – Michelle to compile/format
- Pick up programs and deliver to Champs Comm meeting on 8/6
- Sell Programs morning of -table by door at Woollett
- Bring small bills, bank \$300
- 2 Volunteers- Sales begin at 7am -10am (at 10am have program sales move to apparel table for DF to sell. They need to keep program money separate from Apparel \$\$\$
- 18 TIMERS

### **WOODBURGE-CLEAN UP (DECK-all tear down and clean up of deck-both meets)**

- 2 Workers to breakdown and clean up Blue Meet (early-only ready bench chairs and blue pool tables – NO EZ UPS)
- 4 Workers to help breakdown pool deck after Red Meet
  - Do not disconnect any cords or break down EZ Ups with plugs
- 15 TIMERS

### **WOODBURY-RED READY BENCH WITH NORTHPARK**

Working with city for EZ Ups to cover Tunnel area and bleachers

- Provide 14 workers over course of day in Ready Bench-you can determine shifts
- Set up meeting with NP to strategize Ready Bench procedure
- 6 TIMERS