



COMMITMENT DESCRIPTIONS

TEAM PARENT

This position fulfills 2 commitment requirements for Cheer squads and Full Commitment for Football squads.

- 1) Shall work with the Communication Director, Commitment Director, Coaching Staff, and any other Board Members to keep team players/cheerleaders and their parents (and/or guardians) informed of all pertinent club related info.
- 2) Shall ensure that weekly newsletters (if any) are delivered to at least 1 parent and/or guardian of team players / cheerleaders.
- 3) Handle reasonable duties assigned by coaches.
- 4) Call, text or e-mail parents on the team to remind them of their commitment for home games. This is one of the most important duties of a team parent. History proves that if you call parents to remind them of their commitment they are more likely to show up for their scheduled commitment. I'm sure we can all relate to busy schedules and how nice it is to receive a reminder phone call, text or e-mail.
- 5) Be available on the field during practices, and be accessible during games. Of course it is not always possible to be at every practice for the full practice. Please try to be at the field for the first 10 and last 10 minutes of practice.
- 6) Notify the commitment director & communication director if you will not be at practice. If you will not be practice please let us know who will be your substitute for the day in case anything needs to be passed out.
- 7) Check website daily if possible, or at least 2 times a week to inform parents of any new changes & information they must know.
- 8) Verbally keep parents informed.
- 9) Hand-out fliers to your team and other information as given from communication director & other board members. This includes passing out team rosters with phone #'s and e-mail addresses to parents on your squad, after rosters are finalized.
- 10) Organize half time drink and treats/drinks after each game with parents. (Many teams don't set up a snack or drink AFTER games so they can support the Macomb Mustang Concession stands on Home Games and visiting teams on away games. That is up to the individual coach, so talk with your head coach and check with them to see what they prefer to do.) NOTE: No Gatorade or sunflower seeds on Dakota Home Field. See website for details. On Homecoming Weekend, only a half time drink is required as the Homecoming Committee provides a snack and end of game drink. Please be sure to check for food allergies! Alert the parents on your team if any exist for your team!
- 11) Organize coach's gifts at the end of the season, including collection of money & purchase of gift.
- 12) If a parent wishes to take pictures at a game you must obtain a badge for that parent from the commitment director, commitment director assistant or appropriate board member prior to the game they request. There are limited spots available for photographing on the field. We have a link on the website for pictures to be sent. Parents/Guardians should realize taking pictures does NOT go toward their commitment requirements.



COMMITMENT DESCRIPTIONS

HOME GAMES

TIME CLOCK & SCORE KEEPER - Fulfills 1 commitment per game

- 1) Report to the Press Box 15 minutes prior to the game and sign in.
- 2) You will be briefed and taught how to operate time clock and score board.
- 3) Please don't leave the press box until your replacement for the next game arrives.
- 4) Give your volunteer badge to your replacement.
- 5) YOU MUST BE 18 OR OLDER TO BE IN THE PRESS BOX - DAKOTA RULES

ANNOUNCER - Fulfills 1 commitment per game

- 1) Report to Press Box 15 minutes prior to the game and sign in. You will be briefed on any announcements that may need to be communicated to the crowd/fans, what the cheerleaders are doing for half time, etc.
- 2) The announcer communicates information to the crowd, plays National Anthem, runs music, (including music for cheerleaders at half time), and announces the players & cheerleaders names for both home and away teams.
** No play by play / color commentary **
- 3) Please don't leave the press box until your replacement arrives.
- 4) YOU MUST BE 18 OR OLDER TO BE IN THE PRESS BOX - DAKOTA RULES

SPOTTER - Fulfills 1 commitment per game

- 1) Report to Press Box 15 minutes prior to the game and sign in.
- 2) The spotter works with the announcer to help follow players on the field, so correct players and the completed play can be announced. So if you love football, but are shy to talk over the microphone, this is a great opportunity to sit in a great seat to watch the game and help the announcer keep track of the players.
- 3) Please do not leave the press box until your replacement arrives.
- 4) YOU MUST BE 18 OR OLDER TO BE IN THE PRESS BOX - DAKOTA RULES

50/50 RAFFLE TICKETS - Fulfills 1 commitment per game

- 1) Report to Press Box 15 minutes prior to the game and sign in.
- 2) You will be given a volunteer badge, box of tickets to sell and instructions on what to do. YOU MUST BE 18 OR OLDER TO HANDLE ANY MONEY!!!!
- 3) Here is a quick overview:
 - a. Sell tickets to both the home & away teams in the stands.
 - b. Cost is \$1 for single ticket, or \$5 for an arm's length.
 - c. At the end of the 3rd quarter you will go to the press box and give the box, tickets, and collected monies to the field manager, treasurer, or commitment director and return your volunteer badge.
 - d. The winner of the 50/50 raffle will be announced during the 4th quarter

CHAIN GANG - Fulfills 1 commitment per game

- 1) Report to Security Gate 15 minutes prior to the game and sign in with Commitment Director or assistant. You will get a volunteer badge and then move onto the field.
- 2) This job is done by 3 people and they move the chains down the field in conjunction with the football game.
- 3) You must be 18 years old to be on the field. This is a Dakota Rule. It is helpful if you have prior experience of how to work the chains during a football game.
- 4) After your shift is done you should return to the security gate to return your badge to the commitment director or assistant.

TEAM MASCOT - Fulfills 1 commitment per game

- 1) Report to Security Gate 15 minutes prior to the game and sign in with Commitment Director or assistant.
- 2) Mascot engages the crowd during the game and helps out with half time festivities.
- 3) Must be 12 years of age.
- 4) Great position for those who love to entertain!!!



COMMITMENT DESCRIPTIONS

HOME GAMES (continued)

MERCHANDISE SELLING - Fulfills 1 commitment per game

- 1) Report to the merchandise table (usually located under stands near concessions) 15 minutes before the game unless you have the first game of the day. If you are the first game of the day, you need to check in 1/2 hour before the game.
- 2) You will sign in with the Merchandise Coordinator or a representative assigned by the Merchandise Coordinator. You will receive a volunteer badge and go over any pertinent information.
- 3) The object of this position is to sell Macomb Mustang Merchandise.
- 4) This job can be done by anyone 18 years of age or older. You can have a younger helper with you as long as it doesn't distract from sales and they don't handle any money. You must be 18 years of age to handle money.
- 5) Please do not leave until your replacement arrives.

CLEAN UP CREW – Stadium & Grounds - Fulfills 1 commitment per game

- 1) 15 minutes before the end of the game sign in with the Commitment Director or assistant at the security Gate. You will receive a volunteer badge, plastic gloves and a garbage bag.
- 2) You will then go around the bleachers to both the home and visitors in the stands and ask people to put their cans, bottles, and other garbage into the bag (that way you don't have to physically touch the garbage!)
- 3) When the game ends, encourage any stragglers to put any leftover garbage into your bag.
- 4) 5 minutes after the game has ended and the stands have been replaced with new fans put your garbage bag next to the garbage cans under the bleachers, and let the Dakota custodian know it's there.
- 5) Check in with the commitment director or assistant and give them back your volunteer badge.
- 6) This opportunity is for all anyone over 5 years old.

SECURITY - Fulfills 1 commitment per game

- 1) This person will report to the Security Gate 15 minutes prior to the game and sign in with the Commitment Director or assistant. You will be briefed on any changes in procedure and given a volunteer badge.
- 2) The main purpose of this job is to keep anyone off the field other than board members, medics, and coaches from both home and visiting teams, cheerleaders, players, general managers & volunteers wearing Macomb Mustang volunteer badges.
NO ONE IS ALLOWED ON THE FIELD WITH OUT A VOLUNTEER BADGE!
- 3) Any photographers or any parent wanting to take pictures **MUST HAVE A LEGITIMATE VOLUNTEER BADGE.**
- 4) **NO KIDS under the ages of 18, other than players are allowed on the field. THIS IS A DAKOTA RULE.**
- 5) You are to man the security gate during the ENTIRE game, and not leave your post at ANY time.
- 6) Two people are assigned the gate in order to allow one or the other a bathroom break if needed, but 1 security person must be present at ALL TIMES. If you leave early it will count as a non-commitment.
- 7) **NO PARENT FROM VISITING OR HOME TEAM IS ALLOWED ON THE FIELD AT ANY TIME FOR ANY REASON, INCLUDING INJURY. THE ONLY TIME THEY ARE ALLOWED ON THE FIELD IS IF THE MEDIC OR COACH(ES) ALLOW THEM ON THE FIELD, OR PHYSICALLY GO AND GET THEM.**
- 8) The commitment director or representative will meet you after the game to collect badges from you & the chain gang, and it is required for you to brief them of any problems or concerns that happened during the game.



COMMITMENT DESCRIPTIONS

HOME GAMES (continued)

CONCESSION VOLUNTEERS - Fulfills 1 commitment per game

CONCESSION SET UP - First game of the day

- 1) Report 1 1/2 hours before game time.
- 2) Set Up volunteers help:
 - a. Unload supplies from trucks.
 - b. Set up food warmers, coffee maker, hot chocolate urns, popcorn machine, and coolers.
 - c. Set up candy, snacks, cups, napkins, utensils etc.
 - d. Start warming nacho cheese.
 - e. Load pop, water and ice in coolers.
 - f. Start cooking hot dogs
 - g. Fill and set out condiments
 - h. Post menus

CONCESSIONS

- 1) Sign in 15 minutes before your shift with Concession Manager.
- 2) You will be given a volunteer badge & quickly briefed. You must be 18 to handle the money but younger volunteers will be considered for other jobs.
- 3) An overview of some duties you may handle while working concessions:
 - a. Wait on customers
 - b. Cook and/or wrap: hot dogs, sausage and pizza
 - c. Pop and box popcorn
 - d. Warm nacho cheese and fill nacho trays
 - e. Make coffee and hot chocolate
 - f. Ice pop and water when needed
 - g. Keep inventory- let Concessions Manager or Deputy Concessions Mgr. know when running low on anything
 - h. Keep concession area clean and organized
- 4) Do not leave the concession area until your replacement has arrived. Please return your volunteer badge before leaving.

CONCESSION CLEAN UP - Last game of the day

- 1) People working the last game are responsible for helping clean up concession area.
- 2) The concessions usually shut down by the end of the 3rd quarter the last game of the day. This allows concession workers to help wash crock pots, roasters, coffee pots, etc. and load up trucks, etc. before the end of the game.

COMMITMENT DESCRIPTIONS

Behind the Scenes

BANQUET ASSISTANT - Fulfills 2 commitments

Assist Banquet Coordinator and Planners with assistance before, during and after the banquet, which may include, but is not limited to:

- 1) Check in attendees at banquet.
- 2) Pass out player gifts/trophies.