



Have you always wanted to get involved as a BAND BOOSTER VOLUNTEER but didn't know how/why/when? ... Well HERE'S YOUR CHANCE!

The WSHS Band Boosters are seeking volunteers for the 2020-2021 school year. As a committee chairperson you will work with the Executive Committee, other band parents and school representatives to support the Band Director's immediate and long-term goals for the WSHS Band program. If your student will be a member of the band program during the 2020-2021 school year, please consider volunteering.

A list of open positions and a brief description of each role are included below. If you prefer to work with a partner you can co-chair a committee. Still not sure? Well you can also 'shadow' the current volunteer chair to gain a better understanding of the role(s) and responsibilities and for ease of transition.

*If you have any additional questions and/or are interested in volunteering for one of the positions, please contact:

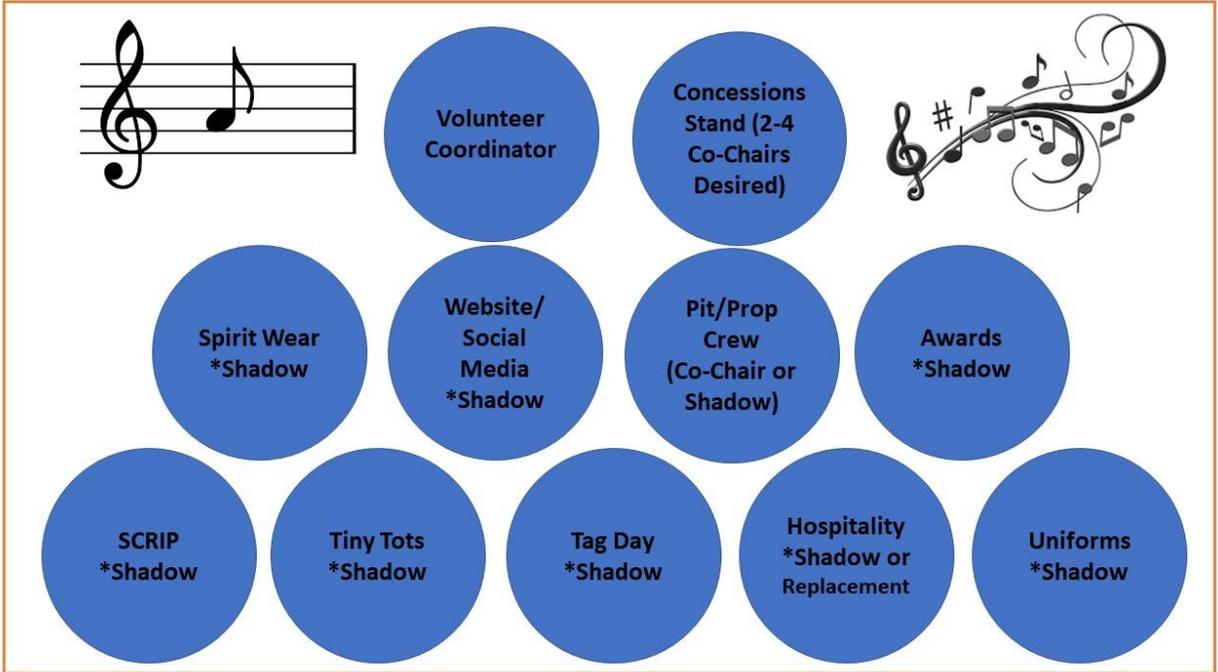
Joe Potter @ President@WSHSSpartanband.org
and/or

Amanda Herrera via FB messenger @
[WSHS Spartan Band/Info/Members/Admin/Message Amanda](https://www.facebook.com/WSHSSpartanBand/Info/Members/Admin/MessageAmanda)

*****Positions listed below are for Band Booster Committees. If you, or someone you know, are interested in a Band Booster Executive Board Position please see the Band Booster Executive Board page located on our band website <http://wshsspartanband.org/> or the flyer posted on our Facebook page @WSHSSpartanBand for position descriptions and open positions.***

The Nominate Committee will work to compile the list of nominees and a final vote to confirm final decisions will take place via email this year due to the COVID-19 closures (no ability to hold an in-person quorum vote). The email will be sent to band parents by the current Band Booster President.

If you are a current (2020-2021) band parent/guardian and wish to nominate a current (school year 2020-2021) band parent/guardian, or to nominate yourself, please email nominations@WSHSSpartanband.org.



Brief Overview of Position Descriptions/Responsibilities

**For detailed descriptions of the positions please visit
<http://wshsspartanband.org/contactus/committeedescriptions.html>*

VOLUNTEER COORDINATOR: Work with committee chairs to determine volunteer needs of each committee throughout the year. Solicit volunteers to help fill needs of each committee. Will provide a weekly message (preferably on Sunday) of upcoming weekly events during marching band season (Aug-Nov) and throughout the remainder of the school year as needed.

CONCESSIONS: The concessions chair/co-chairs are responsible for managing the overall concession operations that provide food and beverages during home football and field hockey games. Aside from Tag Day, Concessions is our single largest fund-raising activity; 100% of the profits go towards supporting the Band and Color Guard. As chair/co-chairs, you have overall management responsibility for concessions, procuring food for sales, requesting volunteers to work the concessions stand, providing direction and guidance to concessions volunteers, and word closely with other committee chairs to set up sign up genius and other volunteer requests.

TINY TOTS (*Current parent will be leaving after this year, looking for someone to shadow then take over*): Coordinates tasks for the event (volunteers, decorations, logistics) for the Tiny Tot concert where nearby pre-school students travel to WSHS to watch Wind Symphony perform. The event takes place Nov/Dec timeframe.

SPIRIT WEAR (*The current chairperson is parent to a rising senior and will be leaving after this year, looking for someone to shadow then take over*): Hats, sweatshirts, t-shirts, car decals etc... the Spirit Wear Chairperson helps our friends and families show their support of the Band programs by working with vendors to make available a variety of Spirit Wear. This volunteer will publish a list of available items in August, work on publicizing this list through digital communications and by speaking/ showing items at meetings, concerts and competitions. He/She will take orders, collect funds, turn in fees collected to the Band Booster Treasurer, work with the Webmaster/Social Media Chair to get the word out about Spirit Wear, and coordinate delivery items/orders.

AWARDS (*The current chairperson is parent to a rising senior and will be leaving after this year, looking for someone to shadow then take over*): Awards works closely with the band director to produce the plaques and awards given out throughout the school year as needed. (The majority of these awards are awarded at the end of the school year.). Most of the process takes place in the month of May. the Awards chair takes care of getting the engraving completed with an outsourced vendor. The committee collects the names of the recipients from a form submitted by the parent, student or band director. Awards chair takes care of making sure the form is available on Charms. Awards chair is tasked with keeping track of inventory and ordering items needed. Ordering is scheduled for the competition of Marching band.

PIT/PROPS: The “Pit Crew” are the volunteers that help move, setup and remove pit equipment and/or props for marching band competitions/performances. Pit equipment are the stationary music instruments and gear typically at the front of the performance venue. The Pit Chairperson will oversee the Pit Crew utilizing an online sign up for volunteers and by assigning duties at each venue.

HOSPITALITY (*The current chairperson is parent to a rising senior and will be leaving after this year, looking for someone to shadow then take over*): The Hospitality Chair coordinates and oversees all food related activities. He/She plans the menu, procures the food, and requests/oversees volunteers to cook for and serve at each home football game during Marching Band season where the Band Boosters provide dinner for our band students. Provide lunch for one pre-determined week during Marching Band Camp. Work with the Tag Day chair to provide snacks and lunch for Tag Day. Coordinates and oversees band potlucks, dinner for the Band Banquet, and refreshments for concerts. The chairperson will assist in coordinating food for the Senior Night dinner upon request from the Senior Parent Chairperson(s). Maintain hospitality supplies. Creates Sign-up Genius sheets for each Hospitality ran event. This position requires working with many fellow volunteers, Executing Board members and fellow Committee Chairpersons and the Band Director.

WEBMASTER/SOCIAL MEDIA (*The current chairperson is parent to a rising senior and will be leaving after this year, looking for someone to shadow then take over*): Designs the website using online software supplied through hosting company. Collect and update material on the website. Maintain email address for committee chairs and executive board members. Helps to maintain calendar. Tweet updates and/or relevant information. Co-manage the band Facebook page with the Band Director. Manage the Sign-up Genius site and assist other committee chairs with setting up sign up requests.

SCRIP (*The current chairperson is parent to a rising senior and will be leaving after this year, looking for someone to shadow then take over*): This volunteer is responsible for helping to publicize the program, answering questions, placing orders, ensuring the proper student credits are turned in to the Student Accounts Chair and communicating with families when orders will be available for pick up.

TAG DAY (*The current chairperson is parent to a rising senior and will be leaving after this year, looking for someone to shadow then take over*): The Tag Day Chair needs to be organized and have excellent managerial skills. This Chairperson will publish Tag Day flyers, secure volunteers via an online sign up tool, organize route information materials, communicate importance of 100% participation and oversee flow of events many moving parts. Volunteers will need to be recruited for paperwork compilation, supply purchasing, check-in/check-out, assisting uniforms, accounting, hospitality, drivers, collectors, and other duties.

UNIFORMS (*The current chairperson is parent to a rising senior and will be leaving after this year, looking for someone to shadow then take over*): The uniform committee works together to measure new students for uniforms in August, sort and assign uniforms by size, and occasionally wash or mend uniforms throughout the season. Occasional cleaning and maintenance of shakos and related equipment must be done as well. The committee also works to secure volunteers to insert and remove plumes during games and competitions.