

Subject **Marching Band: OMI Volunteer Information**  
 From Jeff Smikahl <jsmikahloe@olatheschools.org>  
 To <JENNIFER@BILLAMFAMILY.COM>  
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- 2019 volunteers packet v3.pdf (~1.2 MB)

Parents and Students:

Attached is the volunteer packet for everyone helping out tomorrow. Below is important information about specific job duties. Please pay particular attention to the volunteer parking area in the packet. Band students we do not have as many volunteer shirts as we had planned on. With that in mind, the plan for **all students is to wear their dry fit shirt for the performance tomorrow and then wear it as your volunteer shirt.**

A quick reminder that all student should report to East at 3:00. We will be on a very tight schedule so we may have the buses roll a few minutes before 3:30. Please be on time. We perform in exhibition at 5:00 p.m.

Please let me know if you have any additional questions.

Thanks,

Mr. Smikahl

Good Evening OMI Volunteers,

Let me just start this email by thanking everyone that has signed up to help with this event. If it wasn't for all of you we would not be able to have an event of this magnitude here in Olathe. Hopefully this is the first of many years of marching band competitions here in Olathe.

At the walkthrough meeting we had earlier tonight over at CBAC, we told everyone that we would be sending out more information about volunteering in general at this event. When you sign in at the registration desk on Saturday you will get a short document detailing the area that you are working in so you know what we are asking you to do and then if you are a team lead, who the student volunteers are that you will be working with.

Attached you will find a high level Volunteer Guide that talks about things like parking, responsibilities, etc. After you look through this document, if you still have questions please feel free to reach out to myself or any of the other coordinators and we will, hopefully, be able to answer your specific questions. A few points that are not in the volunteer packet that you may want to be aware of:

1. If you are an Ambassador stationed over at ONW, you might bring a camp chair so that you have someplace to sit. We will have some popups in different locations around the school, but chairs will make your time easier. Your job is to be the primary emissary between the Invitational and the visiting band. We want the visiting bands to feel welcome and to be on time to all the different key points they have for the day.
  1. As an ambassador, make sure the directors know where the closest bathrooms are for their students
  2. Make sure the directors know that their students can only play their instruments in the designated areas. We are trying to make sure that we keep CBAC as quiet as possible for those bands that are on the field.
2. If you are working concessions, we have 3 separate concession areas for Saturday where we will be focusing on different things. We are breaking concessions into three areas to try and speed up peoples movement through the concession lines. Each of these areas will have a cash only line and a cash or credit line to again try and speed up the movement through the line. Concession stand areas are as follows:
  1. In our main concession stand we will have the standard popcorn, nachos, sodas, water, pretzels, coffee, hot chocolate, and candy.
  2. In our satellite concession stand we will be focusing on candy, beverages, and then the Louisburg Donuts and Cider. This stand will be located in the large grassy area on the south end of the home field bleachers.
  3. In our meal concession area we will be selling hotdog, hamburger, or chicken sandwich meals. This stand will be on the north side of the main concession stand.
3. If you are working the entrance gates, we have several different functions happening simultaneously.
  1. For the collection of entrance fees. We will have tables on either side of the gate. One table will be taking cash for entrance fees and the other table will be taking credit for entrance fees. Entrance fees are: \$10 for guests 13 to 65. \$5 for guests between 5 and 12 or over 65. Free for guest under 5. Each guest paying the entrance fee will get a wrist band that will get them into the Invitational for both the prelims and the finals.
  2. We will be selling program guides for \$2 at the gate. These are 16 page full color programs and we have 2000 of them for sale.
  3. We will be having somebody checking to make sure that everyone coming through the gate has their wrist band on. Anyone without a wristband should go back to the entrance fee tables.

4. If you are working the home field, or the general, parking lot as we are calling it, we will be parking cars in rows so we know we are getting as many cars into the main parking lot as possible.
  1. The first two rows by the stadium will be earmarked for Handicap parking. If as the day progresses we don't need that many handicap spaces, we will fill them in, but we want to make sure that anyone needing to park close because of a handicap has a spot.
  2. We will be parking cars on the north side of the parking lot first and then moving to the south side of the lot.
5. If you are working as a bleacher staff, your job is to:
  1. Keep the people in the stands quiet during performances
  2. We will also be looking to the bleacher staff to make sure people are not coming up into or out of the bleachers during a performance.
  3. If we have handicapped guests trying to get into or out of the bleachers we would like you to help them if they need some assistance.
6. If you are working as a field manager at CBAC or at ONW, your job is to make sure that the bands are getting onto the respective fields at the right time and are respective of the time they are allotted on the field. Our Invitational won't run on time if our field managers don't keep bands moving according to our schedule that is found in the volunteer information packet.

I'm sure there are several other areas that I left out in this email, but we will have descriptions and responsibilities for each functional area at the registration tables. If you have questions or comments, please feel free to reach out.