

## Tournament Volunteer Job Descriptions

As an **usher** you are asked to:

- provide direction, if necessary, to our guests
- maintain order by assisting with crowd control
  - Around basketball courts
  - Concession area
  - Hallways
- protect players, fans and referees before during and after games
- be a security presence around concessions, ticket taking, locker rooms, and basketball courts. (Assigned a designated area)

**Usher Chairperson: Mike Pergande (414) 461-3129**

When you work the **ticket** table and **participate check-in** you:

- are never be alone, there are 3-4 people per shift
- you are asked to greet everyone to the Classic
- may be asked to take money and make change
- may be asked to stamp and punch passes
- may be asked to give out booklets
- may be asked to check off participates' names and stamp hands
- may need to provide directions when asked

**Ticket & Participant Check-In Chairperson: Julie Pergande (414) 461-3129**

When you work **front concessions** you are asked to:

- get food and beverage to fill orders
- keep condiment table clean and stocked
- keep eating area and tables clean
- collect money for orders (one person per shift)

**Front Concessions Chairperson: Sherry Voigt (262) 781-4227**

When you work **back concessions** you are asked to:

- receive prepared foods from the kitchen
- let kitchen know when items need to be replenished
- keep food hot and presentable to sell
- fill orders from front concessions
- prepare cheese for nachos, popcorn and coffee

**Back Concessions Chairpeople : The Brandt Family, but call Georgia Cucinello to volunteer (262) 252-4352**

When you work in the **kitchen** you are asked to:

- prepare food as directed by head cooks; food such as pretzels, vegetable and fruit bowls, pizza, hot dogs, burgers, brats, cookies, etc. (may include cooking outside on grill)
- replenish food as needed to concessions

**Kitchen Chairperson: Joe Bath (414) 315-2252**

When you work the **information desk** you are asked to:

- provide information to our guests as needed
- check-in volunteers, giving them name tags and food vouchers
- collect game score sheets after each completed game
- keep tournament board current by posting scores and placing teams to appropriate places on board

**Information Desk Chairperson: Rebecca Kostrzewa(414) 687-8787**

As a **scorer** you are asked to:

- keep score in a standard basketball scorebook
- report final game scores and return books to the information desk

As a **timer** you are asked to:

- run the scoreboard
- try to keep games on time as much as possible

As an **announcer** you are asked to:

- announce complete rosters on Thursday and Friday
- announce starting line-ups on Sunday
- do the play-by-play as appropriate
- make general announcements as needed

**Scorer/Timer/Announcer Chairperson: Dawn Budnik (414) 931-1757**

***All volunteers are asked to be pleasant, smile and represent our school proudly. The length of shifts and number of volunteers on duty vary. Please look over these job descriptions and choose one or more that you would like to do. Then you can do one of the following:***

- ***call a chairperson and volunteer (Save them the phone call and get what you want!)***
- ***fill out the attached form and return it to school as soon as possible***
- ***be ready to volunteer when a chairperson calls you***

