

# **BEDFORD STATE TOURNAMENT VOLUNTEER JOBS**

## **Information Table**

Volunteers at this table should be prepared to answer general questions about the tournament. Here are answers to some of the most common questions:

- Location of nearest restrooms: There are restrooms on either side of the theatre entrance.
- Team Manager check-in? NH-DI has decided that this is no longer required.
- Appraisers should report to the Appraiser Room: Follow the red signs to Room B120.
- All-day volunteers should report to the Tournament Director.

If you're stuck for an answer, flag down an official wearing a special blue NH-DI shirt. Have a building map and schedule handy, and tape copies to the table so they don't walk away.

Put lost and found items in a box that will be collected before the Award Ceremony.

You should have a first aid kit at the Information Table for minor injuries, but please call 911 if it's anything serious.

## **Appraisers Breakfast / Lunch**

Monitor the food in the Appraiser Room (Room B120). Keep the area neat and watch the coffee pots (trying to plug three pots into the same circuit is likely to trip the breaker). After breakfast and lunch, consolidate and cover food, wipe down the area.

## **NH-DI Concessions, Gnome Zone Shop, Raffle**

Work with Concession Head. Assist shoppers, double check names of items before quoting prices. Cash apron is organized with bills folded (large bills on inside of fold, ones on outside); checks and credit card sales will be done in cooperation with Concession Head. Closing shifts may assist with inventory or sell raffle tickets.

## **Bakery Boogie**

One person at the door controls traffic flow into the area and collects a ticket from each participant (tickets will be sold at the Raffle Table). Participants begin to circulate once there you have someone for each number (or at least most of the numbers). One person controls the music. When the music ends, the room is cleared, and the 'winner' selects their choice of dessert. When all the cakes are gone, the last shift restores the area to its original condition. Any remaining cake containers can be left on the tables. The Bakery Boogie starts shortly after lunch (see schedule); any shifts before that receive cakes and keep the room neat.

## **Gnome Zone Activities Room**

Monitor the activities to make sure that no one tries to do anything that might be unsafe or could cause damage to property. Assist younger children if they need adult help.