

Concessions

Volunteer Name	Email	Time	Shift
12 Volunteers		7:00 AM - 11:00 AM	1
12 Volunteers		10:30 AM - 2:30 PM	2
12 Volunteers		2:00 PM - 6:00 PM	3
12 Volunteers		5:30 PM - 9:30 PM	4

Event day arrival time:

Shift 1 - Arrive in the Verrado High School Cafeteria by 7:00 AM to begin cooking and preparing and setting up the cafeteria/kitchen. Concessions open at 10 AM w/ limited choices. Setting up the cafeteria, preparing food. 2 volunteers (*) will be responsible for attending to WGI officials upon arrival to VHS. The loft area will be WGI Officials' hospitality area. Snacks and drinks will need to be provided for 8-10 people. Provide lunch menus and take orders for all WGI officials. Shift 2 will serve lunch.

Shift 2 - Arrive in the Verrado High School Cafeteria by 10:30 AM to cross train and assist with preparing and serving food at order windows for all spectators, performers, and directors. Prelims will break for judges lunch around 12:30 and resume around 1:15. Prelims will conclude around 2:30. 2 volunteers (*) will be responsible for serving lunch to WGI officials based on menu order. Judges will provide critique to Directors btw 2:45 and 3:45. Provide any other needs. Provide dinner menu for WGI officials and take orders. Shift 3 will serve dinner.

Shift 3 - Arrive in the Verrado High School Cafeteria by 2:00 PM to cross train and assist with preparing and serving food at order windows for all spectators, performers, and directors. Prelims will conclude around 2:30. This will be a busy time for concessions. Finals will start around 5:00. 2 volunteers (*) will be responsible for serving dinner to WGI officials around 3:45 based on menu orders. Judges will provide critique to Directors btw 2:45 and 3:45. Provide any other needs. Gates reopen at 4:00 and Finals start at 5:00. The last performance of the evening may be around 8:30. Concessions can begin closing down around 8:00 but will keep one window open for late performing groups to eat.

Shift 4 - Arrive in the Verrado High School Cafeteria by 5:30 PM to cross train and assist with preparing and serving food at order windows for all spectators, performers, and directors. Gates reopen at 4:00 and Finals start at 5:00. The last performance of the evening may be around 8:30. Concessions can begin closing down around 8:00 but will keep one window open for late performing groups to eat.

All VTC Parent Volunteers will wear their volunteer shirt and receive a wristband. Your wristband will permit you to receive a free meal at concessions.

Objective of Concessions: To sell food and drinks to spectators and participants.

Responsibilities (prior to event):

- Create list of food needed (including quantity)
- Create sign ups for food donations
- Purchase food
- Create menu signs

Responsibilities (day of event):

- Set up concession stand
- Make and sell food during event
- Monitor inventory and replace as needed
- Return any unopened items after event
- All Viper Vanguard members and VTC Volunteers will receive 1 complimentary meal. Wristband must be marked to indicate meal was received.
- Call Chris at 623-229-7536 for supplies, issues or questions.

Items needed at event:

- 3 readers square
- 3 Cash boxes - See Kristen for the amount
- Menu signs
- BBQ grill with 2 full tanks
- Ice chests
- 2 tables, 2 chairs for grill area
- Serving gloves
- Serving utensils
- 2 crock pots

Responsibilities (AFTER the event)

- Teardown and clean up area you are assigned
- Clean all tables, fold up chairs and tables and return to the proper location.
- Remove all signage and tape. Roll up and return all Vinyl Signs to the band room. Throw away all paper signs.
- Return all additional items to the bandroom
- Pick up all trash around the area, empty trash cans and throw away trash in dumpsters. Return Vanguard Trash Cans to the bandroom
- LEAVE IT BETTER THAN WE FOUND IT

*****All volunteers are responsible for set-up and breakdown of their location*****

March 12, 2022 - Schedule			
7:30 AM	Groups Begin Arriving		2:30 PM Judges Critique in Loft w/ Directors
9:00 AM	Spectator Doors Open - Prelims		3:30 PM Judges/WGI Officials dinner
10:00 AM	WGI Prelims Begin		4:00 PM Spectator Doors Open - Finals
12:30 PM	Judges BREAK		5:00 PM WGI Finals Begins
1:15 PM	Prelims Resumes		8:30 PM Final performance
2:30 PM	Prelims Concludes		9:00 PM Awards