



Camp Volunteer Roles, Descriptions & Codes

| Code | Volunteer Role |
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| COD | Organize performance order at each concert <ul style="list-style-type: none">* Open Stage - Retrieve the sign-up sheet from the bulletin board. Re-organize the sign up sheets to stagger solos, duets and group acts.* Band Scramble (May and August only) – create groups from the sign up list. Incorporate groups into Open Stage concert order. <p>Order of performance is to remain confidential until the concert begins to promote attendance and support for all performers. Make copies for the MC's.</p> |
| MC | MC for concerts <ul style="list-style-type: none">* One or more Volunteers per concert.* Announce which Group is on deck.* Introduce the Group going onto the stage. |
| MAR | Marshalling performers for concerts <ul style="list-style-type: none">* Ensure the next group is ready on standby.* Monitor the door east of the stage, to ensure it is closed during performances to eliminate backstage noise. |
| TAB | Set up / take down tables in main hall <ul style="list-style-type: none">* Wipe down tables after each meal and put them away after supper to prepare for chair set up for the concert. Set up tables around 11:50 pm for breakfast the next morning.* On the last day of May and August camps take down will also occur after breakfast for the student concert. Tables will need to be set up again after the concert for lunch. |
| CHR | Set up chairs in main hall <ul style="list-style-type: none">* Help to set up chairs for meals & concerts. |
| SNK | Set out snacks after concerts <ul style="list-style-type: none">* 4 volunteers for each day* Prepare snack trays in the kitchen and take them out to the tables. |
| COF | Coffee preparation <ul style="list-style-type: none">* The kitchen staff will make coffee; let them know if more is needed.* When we get to camp a pot is already on.* At night, around 11:00pm, ensure the coffee pots the kitchen staff have set up are plugged into the timers and that the timers are set at 6:00am* Monitor the coffee during the day, and let kitchen staff know if another pot is required.* Breaker switches 4 and 14 relate to the coffee plug-in. The volunteer(s) will be shown where these are. |
| GNT | Make ginger tea <ul style="list-style-type: none">* FAMI supplies the ginger and the caffeine free tea.* Fill coffee pot with water.* Remove main water stem rod and drop coffee ground holder to bottom of the pot.* Full instructions are at the tea station. Preparation involves slicing ginger.* When the pot is getting low, do not remove the ginger or the tea bags; just add more hot water or ginger and tea in a cheesecloth bag when needed. |
| DIN | Help with Instructors' Dinner (May & August Camps only) <ul style="list-style-type: none">* The Instructors' dinner is held in the Main Lodge, upstairs in room 17 (large room).* Set up tables, chairs and beverage station in room 17 starting at 4:45 pm* The kitchen staff places all the food and utensils on carts outside of the kitchen at the east side of the room at 5 pm. Volunteers utilize the elevator to bring the food up.* Clean and put away tables at 6:45 pm; return dishes and utensils to the kitchen. |
| TRSH | Garbage <ul style="list-style-type: none">* After meals/snacks, put the garbage from the garbage cans in the Main Lodge into the trash bin on the east side of the Main Lodge where the outdoor campers are. Empty the recycle bin. Replace bags. |
| CSU | Camp set-up. <ul style="list-style-type: none">* Start time is approx. 3:30pm on first day.* Jobs will vary. Team leads and assignments to be determined at camp. |
| CTD | Camp tear down <ul style="list-style-type: none">* Start time is after lunch on last day.* Jobs will vary. Team leads and assignments to be determined at camp. |