

Volunteer Job Descriptions

Registration:

These volunteers check for scotdance cards and distribute the dance numbers as the dancers arrive. This is a good position for first time dance parents as one of the competition co-chairs is always near the registration table to provide assistance should any of the dancers arriving have questions or concerns regarding their registration.

Marshalling:

These volunteers will work in teams of 2 on each platform.

They will be given a platform schedule as well as group lists for the dancers on their platform.

It is the marshaller's responsibility to ensure that dancers are:

- in the correct group
- on stage in the correct order
- and that the dancers in the line up area are seated and ready to be called.

One group should always be ready to go and the next group should be waiting to the side.

Where possible a new volunteer will shadow an experienced volunteer in the lineup area in order to learn the job. Marshalling the older dancers will require less knowledge of the job than marshalling the primary and beginner dancers.

MC's:

These volunteers must be experienced in the flow of a competition.

Using the schedule MC's will call to the marshalling areas the next groups of dancers so they can line up while the previous group is dancing.

Parents willing to learn to MC will be paired up with experienced parents to learn the job.

Awards:

This position requires volunteers to prepare and hand out awards to dancers at the competition

The Awards Chairperson will have prepared most of the awards and will have them assembled for volunteers to help distribute

This position requires:

- A basic awareness of the awards being presented and the events in the session
- Knowledge of the awards ceremonies schedule
- Time before and after the awards ceremonies (approx. 20 minutes/session) to assist with the duties

This job can be done with small children in tow

If you have a dancer who requires assistance changing, this job can be done around the changing schedule

Runner:

This volunteer will sit behind the judges and collect the marking sheets at the end of each event. They will then take them to the table where the scrutineering takes place. You'll have a prime view of all the dancing!

Scrutineering:

These volunteers generally have experience with the computer program that is used for scoring. They are responsible for entering the data from the judges sheets into the computer, verifying that the data is correct and printing results pages.

Competition Setup & Cleanup:

These volunteers will help move boxes to and from the stage and scrutineer room, will set up/take down tables & chairs, lay the dance flooring, hang signs etc.

A minimum of 35 volunteers on competition day is required to run each competition as well as the hours of behind the scenes work by our competition committee! Thank you for volunteering!