

Non-board positions

_____ - Grant writer

_____ - Scrip/Gift Card manager

- Oversees all aspects of the gift card (scrip) program
- Places gift card orders
- Tracks sales and inventory

_____ - Raffle Coordinator(s) (work with the VP of Finance)

- Line up prizes
- Get tickets printed
- Distribute tickets to parents for sale
- Track ticket sales
- Hold drawing

_____ - Co-TAG Day Coordinator(s) (work with the VP of finance)

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- Get "tags" printed
- Set date
- Line up drivers and other volunteers
- Run the event

_____ - Truck driver(s)/organizer

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- Coordinate truck needs with Band director and communicate with Budget rental
- Work with treasurer for payment (credit card) and associated paperwork
- Provide season schedule to Budget
- Drive truck to and from events (fill with gas, etc)

_____ - Concession Stand Manager(s)

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- Oversees all aspects of the Concession Stand operations. **Having 4 managers is ideal**, as it often takes 2 managers or manage/supervisor) for each game and having 4 in the position should mean that each person should only have to do two games except if playoff games are added.
- The supervisors alternate attendance at BandStand events, tally and prepare the deposit and report purchasing needs to the purchaser. The concession stand is open in the fall for Boys Soccer (not always) and Football games.

_____ - Grill Manager

_____ - Concession Stand Buyer(s) Purchase items for the concession stand to replenish stock prior to games.

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_____ - Summer Marching Camp Parent (or co-parents)

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- The Summer Marching Band Camp Parent oversees all BBPA support of Summer Marching Camp activities; recruits parent chaperones and helpers; organizes camp check-in process; coordinates food/water donations, purchase and preparation; prepares parent information flyers; organizes the end-of-camp activity (if applicable, used to be Water World), helps the BBPA Board with the end-of-camp Parent Exhibition and Picnic; records and report all financial activities.

_____ - Uniform Parent (Marching band uniform parent and a separate concert band uniform parent if needed)

- The Band Uniform Parent oversees all aspects of outfitting the Marching Band (minus the color guard) in their uniforms; takes visual/artistic direction from the Band Director regarding uniforms; recruits volunteers; oversees fitting, altering and hemming; tracks inventory; maintains uniform assignment data; organizes band uniform closets; coordinates shoe polishing and uniform washing; orders uniforms and supplies; oversees uniform check-in; coordinates re-sale of unneeded uniforms/supplies; assists with uniforms before and after events; records and reports all financial activities.

_____ - Band photographer(s)

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_____ - Slide show maker :-)

_____ - Football Game Party Host(s)

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_____ - Banquet and Reception Coordinator (organize refreshments for fall and spring concerts/award ceremonies)

Other positions that we need help with at every game and competition:

- Assistant for the uniform parent
- Bouncers to hold our spot in the stands
- Assistance getting the pit equipment and podium on and off the field