



NCHS Band Booster Volunteer Duties



Volunteer	Duties & Description
Band Banquet Coordinator	<ul style="list-style-type: none"> • Coordinate event – location, decorations, catering • Ensure proper communication to band families • Provide the band director with a list of those attending
Chaperone Coordinators	<ul style="list-style-type: none"> • Provide annual training for all chaperones • Schedule chaperones for games, practices, and special events (all game-time volunteers attend the game for free)
Color Guard Coordinator	<ul style="list-style-type: none"> • Works closely with the color guard director • Assists with auditions, rehearsals, games, and competitions • Maintains communication with color guard families
Communications	<ul style="list-style-type: none"> • Coordinate with band directors to get parent email addresses • Maintain lists as parents' email addresses change • Communicates regularly with band director and booster president • Send monthly communication
Front Line	<ul style="list-style-type: none"> • Coordinate volunteers to move stands, props, sound and percussion equipment on and off the field during games • Coordinate volunteers to design & build props or other equipment • Coordinates volunteers to load and transport equipment • Coordinate with directors for their pit requirements
Fund Raising Coordinators	<ul style="list-style-type: none"> • Develop new fund-raising ideas • Coordinates with businesses for sponsored events • Coordinates with VP/Ways & Means for supplies • Recruits volunteers to assist
Hospitality Coordinators	<ul style="list-style-type: none"> • Coordinate Family Day event at band camp • Coordinate spirit activities including special treats for students • Work closely with the Band Banquet coordinator
Publicity	<ul style="list-style-type: none"> • Distribute press releases to local papers • Work with NCHS to publicize band news
Spirit Wear Sales	<ul style="list-style-type: none"> • Manage spirit wear inventory • Use budget money to purchase new spirit wear • Schedule volunteers – eight (8) volunteers working half game shifts per game (all game-time volunteers attend the game for free)
Uniform Coordinators	<ul style="list-style-type: none"> • Inventory uniforms and plumes • Size and assign uniforms during band camp • Coordinate volunteers to hem and repair uniforms • Organizes volunteers for game check-in/out • Maintain suitcase with extra uniform items • Constantly monitor students to be sure they are ready to perform • Coordinate cleaning of uniforms
Video	<ul style="list-style-type: none"> • Collects pictures and video to used on band website and for annual band video • Creates video recordings of each performance
Webmaster	<ul style="list-style-type: none"> • Keeps website (www.nchsband.com) up to date with input from directors and officers • Maintain calendar (upcoming events and full calendar) • Coordinate web hosting & domain name procurement • Ensure website conforms to accepted policies for privacy and protection from online predators
Welcome Committee	<ul style="list-style-type: none"> • Organize 8th grade Band Night event (fall) • Obtain contact list of upcoming freshmen • Coordinate Parent Welcome Meeting (spring) • Mail summer welcome/info letters to entire marching band

It takes many volunteers to support the band. Please consider helping us out in one of these areas. Need more information? Go to our website (www.nchsband.com) and click on the "Booster Info" link and then click on "Committees". All of our current contact information is listed.