

NORTH CAROLINA



Dear NCDI Volunteer,

Thank you for volunteering to help with the North Carolina Destination Imagination Tournament on March 14. We appreciate your help and could not run a tournament without you.

Here is a list of volunteer assignments at our NCDI Tournament. These are assignments for those of you who will NOT be attending Appraiser Training. Appraiser assignments have gone out individually to those volunteers. These assignments have been made with your child's performance time in mind and should not interfere with you watching your child perform. Please read over your responsibilities carefully and email me at kirby@idodinc.org if you have a problem with your assignment or will be unable to do it. Also, just to make sure that there has not been a mistake, please cross-reference your times with your child's scheduled performance time to be sure that it does not interfere. Performance times can be found on the NCDI website at <http://idodinc.org/tournament-information/>

On the day of the Tournament, please plan to check in at the school lobby as soon as you arrive. There you will pick up a nametag, which is how we know that you are there. On the back of your nametag will be a reminder about your assignment.

Again, thank you!

Check-in

Please arrive at Heritage Middle School by 7:45 and come to the table in the lobby labeled Check-in.

You will be helping check in Teams, Appraisers, and Volunteers.

By noon, there should be few if any Teams or individuals left to check in. Any remaining name tags or Team Check-in Materials should be taken to the Sales Area.

Linda Moseley 8am-12pm

Amy Kirkley 8am-12pm

Sales

Report to the NCDI Sales Area in the Lobby at your assigned time. We don't sell much- mostly pins and raffle tickets to win pins. You will also be in charge of keeping an eye on the raffle items, which will be set up close to sales. We will have a cash box and you can take cash or checks made out to NCDI. There will also be an iPad and a card swiper that uses Square to take credit card sales. If you have never used one before, don't worry; it's simple to use.

If you are scheduled to work until 3pm, start taking down/boxing up anything that remains at 2:45. Put the iPad in the sales box and take the box to the stage of the Theater and give it to an NCDI Board Member.

Natalie Furniss 8am-12pm

Mory Lavoie 8am-12pm

Andrew Wax 8am-12pm

Autumn Hickman 11:30am-3pm

Adrien Jones 11:30am-3pm

Mickey Geiser 12pm-3pm

Appraiser Room

Room 207 is designated as the Appraiser Break Room. Lunch for the Appraisers is going to be delivered there. (Nothing fancy, Chic-Fil-A sandwiches and Chips.) We need your help there to just keep things neat and clean, make sure the trash doesn't get out of hand, etc. At your given time, just come to Room 207 and see what needs to be done. At about 2:30 (Sooner if all the food is gone), do a final clean up and consolidate any uneaten food.

Tonya McBrayer 11am-2pm

Jackie Moscosco 2pm-3pm if needed

Bathroom Monitors

Several times during the day, just check the bathrooms to make sure that trash isn't overflowing, sink areas are clean, toilet paper stocked, etc. If any service is needed find a custodian or text me (Cynthia) at 704-491-7948.

Ruth Hutchins- Women's Bathrooms

Tim McGlenn- Men's Bathrooms

Cafeteria Monitors, Trash Monitors

Your job is to keep an eye on the trash situation, especially in the cafeteria and out front near the Food Trucks. No hours are being assigned here, because we hope that each of you will just check these things as you have time to, several times throughout the day. If you see a problem that needs clean-up, find a custodian or text me (Cynthia) at 704-491-7948.

Juan Pablo Moscoso

Ann Milton

Emily Long

Bryan Fanis

Instant Challenge Check-in

You will be checking in Teams for their Instant Challenge. At your appointed time, report to Tom Kirby on the Instant Challenge Hall (the 8th Grade Hall)

Faby Buenida Solis- 9:30am-12:30pm

Rachel Wax 9:30am-12:30pm

Jonathan McKenzie 12pm-3pm

Kristy Alexander 12pm-3pm

Award Ceremony Preparation and Set-Up

At 2:30 come to the Sales Area in the lobby. You will be helping by drawing lottery winners of pin sets, breaking down the lottery boxes, and organizing the pin sets so we can announce the winners at the Awards Ceremony. After the last Rising Stars Team performs, about 2:45, we will need you on stage to help put out trophies and medals in preparation for the Ceremony. Someone will be there to direct you.

Tabitha Horton

Sayra Brynn

Robert Mitchener

IC Scorerunner

Report to Instant Challenge on the 8th grade hall. You will be taking scores from there to the ScoreRoom.

Sayera Qasim 10:15-12:45

Amy Trantham 1:00-3:00

Technical Challenge Helper

At 9am, report to the gym and find Aaron or Ryan, who will be running the Technical Challenge. Do whatever they need you to do. They may need you to help organize paperwork or to take scores to the score room. (Room 502, which is off the Media Center or can be reached through Room 505)

Jenny Rorvig 9am-12pm

Fine Arts Challenge Helper

At 8am, report to the stage of the Theater and find Cynthia, who will be running the Fine Arts Challenge. You will be helping organize paperwork and/or taking scores to the score room.

Renee Matthews 8am-11am

Improv Challenge Helper

At noon, come to the stage of the Theater and find Red, who is running the Improv Challenge. You will be helping him either with organizing paperwork or taking scores to the score room.

Kim Smith 12pm-2pm

Engineering Challenge Helper

At 12:50, report to the Gym and find George, who will be running the Engineering Challenge. You will be either organizing paperwork or taking scores to the score room.

Kim Haynes 12:50pm-3:00pm