

CV ROBOTICS TEAM 955



Volunteer Activity Descriptions

Team Mentor

Work with students during work sessions on particular skills (engineering, programming, business, leadership etc.). This is a season long commitment.

Mentor Recruitment

Works with the coach to identify needed skill areas and personnel to mentor those areas. Assists in contacting and recruiting future mentors

Financial management

Works with the school Bookkeeper to order team supplies and materials. Manages the team budget and accounts.

Meal Management

Responsible for team dinner scheduling during the build season. Manages the meal calendar, ensuring that each family has signed up for a meal. For additional or unscheduled work days, this group will arrange for additional meals.

Kick-Off Breakfast

Responsible for organizing the Kick-Off Day breakfast, held in the Robotics classroom, after Kick-Off.

Travel Coordinator

Responsible for making travel arrangements (hotel, team meals, and transportation) for tournaments. This includes making room and car assignments for all students and chaperones.

Public Relations

Works with students on the Public Relations, Marketing, and Media sub-teams to promote FIRST and Team 955 Robotics.

Scholarship Awareness

Works with students interested in FRC Scholarships with identification and application needs.

Parent Communications

Responsible for team and parent communication for the year (including offseason information). This is usually done through the team and parent e-mail lists.

Sponsor/Mentor Recognition

Responsible for thanking and recognition of sponsors at each benefit level. This includes letters, thank you cards, framed pictures, mentor and coach thank you gifts. Helps plan year end celebration to recognize sponsors, mentors and graduating seniors.

FRC Competition Volunteer

Signs up through FIRST to fill volunteer positions needed at the district and regional tournaments.

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Fundraising Activity Descriptions

Organize Flower Basket Sale

Works with the nursery in the fall on quantities, prices etc. Responsible for the sale packets, including coupons, brochures, and instructions. Monitors the sale itself and payments to the nursery.

Fall Pancake Breakfast

Responsible for organizing parents and students to host a pancake breakfast in the CV cafeteria in October.

Grant Support

Locate, apply for and submit follow-up information for suitable grants.

Restaurant Dineouts

Responsible for contacting and scheduling local restaurants for Dine-out Fundraising Nights, publicizing the events through the CV listserv and making any required flyers.

Letter Writing Campaign

Works with team members and the Corvallis Schools Foundation to send letters to alumni and previous supporters requesting donations.

Concession Sales/daVinci Days BBQ

Organizes the set-up, running and staffing of concession sales during team events (e.g. team sponsored scrimmage, State Destination Imagination Tournament). Planning and purchasing the food for the team sponsored daVinci Days BBQ for scrimmage participants.

Summer Car Wash

Responsible for contacting and scheduling Autozone to arrange for a car wash in July and possibly another in August. Works with student organizers to advertise and run the events. Works with team financial manager to account for funds raised and ensure their deposit.