MMB Booster Committee Descriptions

**Activities Planning Team**

Plans, organizes and coordinates team building events and activities designed to promote camaraderie, cohesiveness, team spirit, friendship and self-esteem among band members and their families.  Organizes and coordinates all hospitality and entertainment activities for the marching band throughout the year. This team will assist in the planning of the band activities like the band camp & band camp evening activities, receptions after band concerts, 8th grade night & Senior night and the marching band banquet dinner.

**Band Banquet Team**

Determine caterer/food, create flyer & Program, acquire senior gifts, decorate the Commons and host the annual banquet in December. Coordinates with senior students in planning the program’s content. (This has traditionally been an activity organized by the Senior parents.)

**Band Camp Team**

Coordinators along with Volunteer Coordinators are responsible for scheduling and ensuring shifts are filled with volunteers during the 2 weeks of band camp. Volunteers will work 2 hour shifts from 7am until 12:00 pm setting up Tents & shaded areas, providing water and snacks, and administer First Aid (if needed) each day of Band Camp.

**Band Camp Evening Activities Team**

Responsible for scheduling and managing the evening activities during band camp weeks. This committee works with Band Camp Coordinator(s) to help plan, organize and oversee the evening activities of the marching band summer camp. (i.e. the pool party, the movie night, the game night, etc…)

**Band Stands Bleacher Team**

Team (usually 2 parents) will put the black, padded seat covers on the bleachers & prepare water jugs before home football games (by 6:30pm) and set up seat markers to reserve the seats for the band parent’s seats behind the band.

**Communication Team**

Communicate all pertinent MMB information to band families via Facebook, Twitter, Instagram and email. This team will also work with the Website Team and utilize the Band Booster website and social media to announce marching band events and distribute marching band information.

**Concession Stand**

MMB Boosters share the responsibilities with the Sophomore class of supplying and running the concession stand. We will need 2 volunteer coordinators, 2 inventory coordinators and 2 finance coordinators. Concessions Stand Coordinators & Co-Chairs plan, organize and oversee the purchases of inventories & supplies, concession stand sales, and instructs new volunteers on how to set up the stand and how to prepare popcorn, pretzels, nacho cheese, etc… The concession stand is open during all home Freshman/JV Monday night games & all Home Varsity games on Friday nights.

**Craft Fair Event Team**

This is our biggest fundraising event and we need as many volunteers as possible. We will need a co-chair to help advertise and promote the event, a co-chair to help coordinate vendors and donations and a co-chair to help with parking and logistics. We will also need several volunteers to help with the planning, organizing, setting up, running and breaking down of the Craft Fair. This annual Band Booster fundraising event is held close to the early-Fall shopping season, usually the first Saturday in October.  (This year’s event will b on Saturday, October 1, 2022)

**8th Grade/ Freshman Hospitality Team**

Responsible for ordering pizzas, setup, serving, and cleanup on 8th Grade Night. Team provides a welcoming environment for prospective eighth grade students to provide a glimpse of the marching band program. 8th Grade night is usually in September and the pizza party and activities are held in the Commons, prior to the last home football game.

The Freshman hospitality team creates a handout to give to freshman parents at orientation with helpful websites, tips, and Freshman Coordinator’s email address and phone number. Talks to freshman parents during the April MMMB Kickoff meeting, and handles emails over the spring and summer from parents with questions. This person is a liaison for our freshmen parents and students. They bring any questions, comments, or concerns on behalf of our 9th-grade parents and students. This committee our 9th-grade parents get acquainted with our band program.

**Finance Team**

Handles all deposits, payments and student accounts. Pick up forms and payments regularly from the black box. Responsible for monthly budget reporting. We need to have Co-chairs that represent all the classes of students (For example: we need a volunteer that is a Freshman parent, Sophomore, Junior & Senior parent.)

**First Aid Team**

Restocks supplies in both first aid bags in late May and restocks throughout season. This individual needs to be available the first day of Rookie Camp and the first day of regular Band Camp. A medical background for this position would be helpful but not required.

**Fundraising/ Sponsorship Team**

Works with different fundraising suppliers throughout the year to offer students an opportunity to sell items (such as Entertainment Books, cookie dough, butter braids, TJ Pizza… etc) to earn money for their individual band accounts. Arranges 'dine out' fundraiser nights at local restaurants to help make money for the general band fund. Coordination of miscellaneous fundraisers including sponsorships to assist in Band Boosters fundraising efforts. Also helps facilitate the major marching band fundraising events like the Craft Fair & Rock n’ Roll Bingo.

This team will also coordinate the selling of individual and corporate sponsorships, stadium and event signage, and the advertising and promotion of the Marching Band program.

**Historian Photography/ Video**

This team captures photographic/ video records, event information and quotes throughout the school year. Basically the team takes pictures and video of the students during summer band camp, Friday night football games, and band competitions. All parents are encouraged to send pictures & video to a Google drive and at the end of the year, the team will put together a photo and video montage of the year in review set to music!

**Pancake “Bandcake” Breakfast**

Pancake Breakfast happens the morning of the last competition in October. Students and parents are invited to enjoy a breakfast by Chris’s Pancakes. This committee is responsible for booking Chris’s Pancakes, decorating and cleanup.

**Picnic Team**

Reserves a park pavilion, purchases meat and supplies, organizes volunteers to grill, creates communication for students and families (everyone brings a dish), set up, and cleanup. The Picnic this year will be on Saturday, July 23, 2022.

**Prop Building Team**

Committee consists of a Crew Leader and General Crew members. Team works with Band Directors to build and maintain props that are used on the field at band competitions. Light carpentry/mechanical skills are helpful. The committee can also use people with no carpentry/mechanical skills to assist in the building process. This is a fun and creative committee.

**Rock n’ Roll Bingo Night Team**

This team is in charge of planning, organizing, and running this annual marching band fundraising event. Duties the team will oversee include the silent auction, soliciting donations, organize donations for baskets, create written bid pages for baskets and the decorating and cleanup after event.  This year’s event will be held on July 30, 2022.

**Senior Night Team**

Responsible for coordinating with photographer to have enlargements made of senior photos, hanging the senior photos in the football stadium before football game, purchasing and pinning corsages and boutonnieres for each senior student. This team also helps plan, organize and oversees the end-of-year banquet dinner where they coordinate with the senior students in planning the program’s content.

**Traveling Props Team**

This team is Responsible for moving percussion equipment and props on and off the field at football games and competitions. For every competition and a few home football games, we need a group of 10 to 12 volunteers to help assemble and move the prop equipment from the trailer to the field to perform our show. After the show is completed, the team will move the props back so they can be dissemble and stored back on the trailer.

The crew consists primarily of parent volunteers of band and color guard members. This is a very important job that is critical in helping our performance run smoothly. Don’t worry about feeling like you don’t know what to do – you will have clear instructions and the band students will help you place the equipment properly. This Team also provides water and snacks to the band members at all competitions and home football games.

**Uniform Team**

This team coordinates the fittings and distributes marching band uniforms and accessories prior to the marching band season. Throughout the marching band season the team will help distribute uniforms before the home football games & competitions , help with any last minute uniform problems, check-in and organize uniforms after competitions and football games, and get uniforms ready to be loaded on truck for competitions. No sewing skills are necessary.

**Volunteer Team**

Create sign-up sheets for all the volunteer positions for the orientation parent meeting and for signup Genius. Compile names, addresses, email addresses from registration forms and create a contact list. Collect all the sheets and assigns them to their designated Teams. Send Sign-up Genius’ list to all band boosters. Note any positions not filled and work with Booster Board and Band Directors to recruit new volunteers. Organizes staffing sign-ups for any event requiring volunteers and leads a volunteer kick-off campaign at the beginning of each school year. Coordinates Spring outreach to parents of prospective eighth grade band students, newcomers’ night activity prior to July band camp meeting, and enlists volunteers to serve refreshments after concerts throughout the year.

**Website & Graphic Artist Team**

Responsible for maintaining the Marquette Marching Band Website and creating marketing forms, flyers & documents. Responsibilities: Ensure our website {www.marquette-bands.com} contains timely, accurate information about upcoming events, volunteer opportunities, the fundraising events of the marching band & color guard organization.