

# **BANDSTANDERS**

## **COMMITTEE BEST PRACTICES MANUAL**

**EVENT:**

**Pool Party**

TOTAL TIME COMMITMENT:

**Approx. 6-8 hours**

NUMBER OF VOLUNTEERS NEEDED:

**7-8 (including 1 coordinator)**

AREAS OF RESPONSIBILITY FOR VOLUNTEERS: **Make arrangements with pool; purchase and serve food; chaperones; organize a couple of games.**

EQUIPMENT NEEDED AND QUANTITY (Chairs, Tables, Coolers, Extension Cords, Other): **Need coolers with plenty of ice for A LOT of drinks. Tables and chairs are at the park, but adult volunteers may wish to bring lawn chairs for themselves.**

SUPPLIES NEEDED AND QUANTITY (Food, Water, Other): **Hot dogs, brats, burgers with sides, water, soda, fruit punch, paper products, BBQ utensils, equipment for games (basketball, soccer, and few water toys). Quantity depends on number in band.**

WHERE/HOW TO ORDER SUPPLIES: **Social Activities Chairperson will order needed supplies.**

ADDITIONAL SUPPLIES NEEDED: **NA**

SET UP GUIDELINES (When? Where?): **Parents arrive approximately 1 hour before the party to get charcoal started and everything set up. It's nice to have everything ready as the kids arrive.**

SCHOOL DISTRICT CONTACTS NEEDED AND WHEN (Copy Center, Maintenance, Room Reservation, Security, Equipment, Other): **NA**

WHO TO CONTACT WITH QUESTIONS: **Social Activities Chairperson, Bandstanders Chairperson, Director of Bands**

ADDITIONAL COMMENTS: **This event is generally held on the Tuesday of band camp at the High School in late July or early August. Pool reservations should be made as early as possible after the first of the year. The band has rented both Watson Trails and Whitecliff pools. It is also helpful to coordinate with the person in charge of the band camp lunches.**

Many times they have “left-over’s” from the lunches that would be great to use at the pool party. Also, make sure you have several parent volunteers to work in shifts, so that you will have some to stay to the end to help wait for parent pick ups.