

Volunteer Job Descriptions

2019 Raytheon MATHCOUNTS® National Competition, Orlando, FL

Role	Dates	Times	Brief Job Description
Registration Assistant	Saturday, May 11	9:00 am – 2:00 pm 2:00 pm – 7:00 pm	Assist staff with the registration of arriving teams and guests.
Set-Up/Prep Volunteer	Saturday, May 11	9:00 am - 12:00pm	Assist with collation/preparation of state team items (bacelets, clappers, etc.)
Hospitality Suite Host	Saturday, May 11	12:00 pm – 4:00 pm	Chaperone students who are waiting in the Hospitality Suite for teammates to arrive.
Dinner Volunteer	Saturday, May 11	5:45 pm – 8:00 pm	Collect tickets from guests at the door and chaperone students during the meal.
Breakfast Volunteer	Sunday, May 12	7:20 am – 8:15 am	Collect tickets from guests at the door and chaperone students during the meal.
	Monday, May 13	7:35 am -- 8:45 am	Collect tickets from guests at the door and chaperone students during the meal.
Written Competition*	Sunday, May 12	8:00 am – 11:15 am	Assist with the administration of the written competition, collect and deliver finished tests to the Scoring Room.
Lunch Volunteer	Monday, May 13	11:50 am – 1:00 pm	Collect tickets from guests at the door and chaperone students during the meal.
Countdown Round	Monday, May 13	9:15 am – 11:30 am	Collect tickets from guests at the door and usher guests and teams to their seats.
Math Video Challenge**	Monday, May 13	1:45 pm – 3:00 pm	Assist with the Math Video Challenge room setup, help monitor student participants, help distribute materials and collect ballots.
Banquet Volunteer	Monday, May 13	5:45 pm – 7:00 pm	Distribute tickets with seat assignments to banquet attendees and assist with room setup.

*** PLEASE NOTE - RELATIVES AND COACHES OF COMPETITORS ARE PROHIBITED FROM VOLUNTEERING IN THE WRITTEN COMPETITION**

****PLEASE NOTE - RELATIVES AND TEACHERS OF MATH VIDEO CHALLENGE PARTICIPANTS ARE PROHIBITED FROM VOLUNTEERING IN THE MATH VIDEO CHALLENGE**