

Volunteer Position Descriptions

Arena Crew

This position is an all-day commitment. A hat, sturdy shoes or boots, long sleeves and long pants are REQUIRED. This is a hard-working position. You will be on a team responsible for setting poles, setting barrels, using flour to mark lines in the arena. This is an integral part of the Rodeo, and you will work with the certified IGRA Arena Crew Coordinator. Water will be provided for all volunteers.

Bartender

This position will be assigned in 2-hour blocks. You are REQUIRED to have an ALCOHOL AWARENESS and HEALTH CARD for this position. You will work with the Bar Manager and be responsible for taking scrip tickets and providing guests with alcoholic and non-alcoholic beverages. Standing, walking, and lifting is required for this position. You will be asked to select a Non-Profit Charity of your choice to receive your portion of the TOTAL TIPS collected at the bar for the entire weekend. Tips will be divided by total number of shifts worked and then allocated to individual charities by the number of shifts selected by the bartender pool. For example, if \$4000 in total tips are collected, and 50 shifts are worked, each shift worked will have \$80 to allocate to the charity selected. It is each bartender's responsibility to ensure their selected charity is a 501(c)(3) charity and in good standing.

Front Gate

This position will be scheduled from 10am until the close of Rodeo on Saturday and Sunday. We will divide it into 2-hour blocks. As guests enter the Rodeo Grounds you will scan their ticket or issue a ticket. You will tear off the bottom portion and put it into a box based on the type of guest. You will also record two questions on a spread sheet. Are they Nevada residents and are they staying in a hotel or not? This position can be done sitting or standing. Water will be provided for all volunteers.

Contestant Registration

This position will be for Friday from 4pm until 6:30pm. This position can be sitting or standing. You will be assigned a role by the Registration Coordinator and complete that task. It could be issuing badges, distribution of contestant bags, having people fill out paperwork, assigning a number to the contestants, etc.

Rodeo School

This position is for Friday from 9:30am to 2pm. You will assist with collecting waivers from the contestants and donations. This can be a sitting position. Water will be provided for all volunteers.

Runner

This position requires a hat, sturdy shoes or boots, long sleeves, and long pants. You will be responsible for going up to the Crow's Nest and collecting the time sheets and delivering them to the Secretarial Office during the events. This requires a lot of moving back and forth and the ability to climb stairs and walk from the Crow's Nest to the Secretarial Office many times. Water will be provided for all volunteers.

Badge Check Point Security

This position will be scheduled from 10am until the close of Rodeo on Saturday and Sunday. We will divide it into 2-hour blocks. There are three check points that need to be covered during this time. This position can be completed sitting or standing. This position will be responsible for ensuring all guests entering the gate have an issued event badge with proper access authority. No guests will be permitted to enter without this access. Water will be provided for all volunteers.

Set-up

This position will be on Thursday from Noon until finished. This will involve placing tables and chairs. Unloading items from the moving truck and placing them as needed. Going to the storage unit to load the moving truck and then again to unload it. After items are placed then we will be hanging banners in the arena as well as in the Pavilion area. Comfortable, sturdy shoes are highly recommended. Water will be provided to all volunteers.

Tear Down

This position will be on Monday from 7am until Noon. This will involve putting tables in one pile. Stacking chairs in one pile. Breaking down any banners and rolling them up to be put back into the storage unit. Loading the moving truck with the items going to the storage unit. We have to be completely out of Horseman's Park by Noon on Monday.