



Oregon Crusaders Volunteer Handbook



Introduction

Hello! If you are reading this you may be interested in volunteering or already signed up to volunteer with the Oregon Crusaders Drum and Bugle Corps. This handbook should answer any of the basic questions you have about time with us as a volunteer. If you read through this handbook and do not find what you were looking for, please feel free to contact our Volunteer Coordinator Miranda Clayton at mirandaclayton9@gmail.com. She will be more than happy to answer any and all questions you have.

Why Volunteer?

We have camps all over the continental United States and during the summer we will travel over 12,000 miles this season. We need to ensure anyone who auditions, performs, or works with us is well taken care of. We need you to ensure everything moves as smoothly as possible. Tasks we need volunteers for will 100% come up daily and many hands make light work!

What can I do?

We have several clusters of needs for camps and tour. Take a look and see where your skills can fit in!

Mealtime

Cook

Cooks are the head of the kitchen and oversee the food preparation team. Cooks must have basic knife skills for cutting, slicing, dicing, etc. and be able to follow simple recipes as well as prepare food items for cooking.

Food preparation

If you're comfortable in the kitchen, we need a crew of people to whip up enough food to feed the corps under direction of the cooks. Our daily menus will be posted in the truck, along with the recipes for each menu item.

Food service

While the cooks and food preparation crew are in the kitchen we need another dedicated group of people to set up, serve, and clean up after mealtimes.

Uniform Care

Head seamstress

The head seamstress will oversee the repairs and alterations team. Responsibilities include maintaining uniform inventory, assisting in deciding when uniforms get re-fitted, cleaned, etc. All info is saved in Airtable, an app available for viewing to anyone interested in this position.

Repairs and alterations

If you are sewing-savvy we need you to make sure members look their best. The uniforms go through a lot in a season so we need people available to repair and alter uniforms as needed under the direction of the head seamstress.

Laundry

We have a team to make sure members look their best but we also need a team to make sure members smell their best. A laundry team is needed particularly during tour to ensure uniforms are always squeaky clean through regular washing and spot treatment as needed.

Transportation

Transportation manager

If you are a master navigator, we have use for you. Responsibilities include planning routes for tour that will accommodate our vehicle fleet and daily communication with all drivers regarding transportation matters. This entails using a semi GPS in order to find appropriate routes for our semi-trailers and buses. Responsibilities also include making sure all drivers are pre-tripping before all departures, daily texts of directions to each driver in the fleet prior to departure, making sure that all vehicles are fueled at appropriate times, and ensuring any corps owned vehicles are properly being maintained, (oil changes, etc).

Small vehicle drivers

We have more than buses. If you like to drive we need people to drive smaller vehicles, such as the corps van, to housing sites or to run errands.

Large vehicle drivers

If you have a CDL we need drivers for our buses and trucks to ensure our members, equipment, and food are always where they need to be.



How do I sign up?

Registering as a volunteer with us is a simple three step process.

Step 1: Go online to <http://oregoncrusaders.org/volunteer> and fill out the volunteer form on the right side of the page.

Step 2: Download an app called BAND to your mobile phone. The app is free and what Miranda will be using to contact and organize volunteers this season. If you have trouble with this step please contact Miranda and she will help you out. The icon can be seen to the right.



Step 3: Discuss the details. Miranda will review your volunteer form submission and contact you to make further arrangements. Welcome to the team!

Okay, I'm a volunteer, now what?

Preparing for volunteering

If you will be staying with us for any length of time you will need to pack appropriately. You will receive a packing list via email if you have signed up to be with us overnight at any point but please keep the following in mind:

You will need to provide your own sleeping materials such as a sleeping bag, air mattress, blanket, pillow, etc. Comfort is key. You will likely be on your feet a lot so comfortable shoes are a necessity and bring clothes you feel okay wearing in potentially messy situations as well as for stretches of time on the bus.

Prepare for hot and cold. Not every housing site has air conditioning and sometimes a housing site goes overboard with it so bringing a sweater and some warm pyjamas even though it is the summer is a great idea. Wi-Fi may not always be available so it is best to review your phone plan before leaving and determine if you need to add roaming or up your data plan.

Transportation to and from the housing site

If you will be meeting us via plane or bus and need to be picked up simply indicate that when you sign up and you will be sent a shuttle request form. Fill it out as soon as you know the details of your journey and we will be happy to bring you to the housing site. If you were not originally planning on flying or busing in but your plans change, no problem. Just let Miranda know and she will send the shuttle request form to you.

During your volunteer time

DO

- Check BAND when you get up in the morning to have an idea of what your day will consist of
- Keep your phone charged to check BAND throughout the day
- Wear a shirt and shoes at all times while in the school
- Shower during rehearsal blocks
- Allow members to eat first during mealtimes
- Be punctual 100% of the time
- Treat all members, staff, other volunteers, and people you meet with respect
- Discuss concerns with Miranda as they arise

DON'T

- Go into any of the designated member areas unless permitted for a particular reason
- Smoke on school property
- Bring alcohol to or consume alcohol on school property
- Partake in consumption of any illegal substances
- Shower during meal or EPL time when the members are showering
- Interfere with rehearsal in any way

Helping out from home

Even after your time with us is done there are small ways you can help out from home. Please still keep in touch with everyone via the BAND app because you may have valuable input on something or be able to help remotely. For example, if we need a social media push for a particular donation drive you can help by sharing it after the request is sent through BAND.



FAQ

Q: Is there a minimum time commitment?

A: Nope! You can drop in to do a specific task in one day or stay with us for weeks. The level of time you give us is entirely up to you.

Q: Do I need to know someone in the corps?

A: Whether you volunteer because you know someone involved, care about the activity, or just want to do something nice is fine by us.

Q: Can I volunteer only while the corps is in my area?

A: You can join us wherever you feel comfortable joining us whether it is close to home or across the country.

Q: Can I donate something other than my time?

A: Of course! You can sponsor a member, give a general cash donation, help fill our pantry, and more. Please visit <http://oregoncrusaders.org/donate> for more information.

Q: Do I need to find my own sleeping arrangements and food?

A: If you are taking care of us we will take care of you. Volunteers are free to stay at our housing sites with us and share in meals.

Q: Can I get class credit for volunteering?

A: Some states allow you to earn a high school credits towards graduation by completing a certain amount of volunteer hours. It may also be a possibility at the college you attend. If you are interested in pursuing a credit by volunteering with us please check in with your guidance counsellor/academic adviser then reach out to Miranda with exact requirements for the credit and we will see if we can make that happen for you.

Q: Will I get to watch shows for free?

A: Yes, you can get a pass from us to watch shows for free.

Q: I am allowed to leave in case of an emergency?

A: Life does not always go as planned. If a personal emergency happens in your life and you must leave please inform Miranda as soon as possible to arrange for your departure. You are free to join us again when the issue resolves!