



## Volunteer Assignments

**SCORE RECORDING:** Located on the green or tee of a hole to collect scores from the players (or caddies). This position requires a smart phone so we can download the scoring app. Score Recorders will:

- Take scores from the players (or caddies) as they exit the green or come to the tee.
- A scoring sheet will be provided to keep track of scores & times. Scores should be written FIRST, then keyed into the app.
- Enter scores via the app before taking scores from the next group.
- Record the time on the scoresheet when the flagstick is put back into the cup. This helps us document pace of play.
- The Score Recorder is **NOT** a Rules Official. There will be Rules Officials in zones to contact via radio channel.

**MARSHAL/FORECADDIE:** This position is a vital role in helping make sure we're able to locate and spot any balls outside the fairway. This position is scheduled for a designated hole and is there to assist players by contacting a Rules Official if needed. The Marshal/Forecaddie **DOES NOT** give any rules advice.

**CADDIE BIB MANAGEMENT:** Check in/out caddie bibs daily to players. Greet caddies at the scoring area to collect caddie bibs. Verify inventory and organize daily in preparation for the next round.

**PLAYER REGISTRATION:** Welcome players to the championship (Monday-Tuesday) giving them their registration materials.

**VOLUNTEER HEADQUARTERS:** Assist with Volunteer Check-In by helping with distribution of uniforms, direction of assignments, check out of any necessary equipment for assignments.

**PARKING LOT ATTENDANT/GREETER:** Welcome and confirm players, media and dignitaries into Green Valley Ranch parking lot, which is designated for only those on a player or approved parking list. Instruct all others, including volunteers, spectators and caddies (traveling without the player) to park at COGF offices where a shuttle to the golf course is available.

**HOSPITALITY:** Assist with maintenance of pavilion, including but not limited to, set up of tables, trash receptacles, ice, beverages, and lunch as well as clean up. (*Must be able to lift up to 30lbs*)

**STANDARD BEARER/WALKING SCORER:** Follow the lead groups with manual scoreboards for spectators to see player's score status & electronically record and post hole by hole scores in an app on their smartphone..

**PLAYER SHUTTLE:** Transport players in designated areas in order to keep pace of play.

**PARKING SHUTTLE:** Transport volunteers, spectators and others from designated off site parking

**SET UP/BREAK DOWN OPERATIONS:** Assist with, daily set up in the early a.m. or break down in the evening when play is finished.

*\*Shifts may begin as early as 5am & end as late as 8pm. Assignments may be outdoors (possible exposure to sun, heat & insects).*

