

Volunteer Roles and Descriptions

Master of Ceremonies*	Field Reset	Floater
Judge Advisor*	Judge Assistant	Scorekeeper
Judges*: <i>Project Judge, Core Values Judge, Robot Design Judge</i>		
Load-in/ Load-Out	Photographer	Pit Runners
Timer	Registration	Referee*
Robot Game Queuer	Volunteer Room Assistant	

*KEY Volunteer Position requires training in advance

Master of Ceremonies (MC)

Serves as the public voice of the event. Introduces both teams at the competition table, ensures both teams are ready, and starts the match by announcing, "Three, Two, One, LEGO!" Provides anecdotal announcements about teams that helps put them at ease while keeping the audience engaged. MC helps the audience visualize the action and excitement through commentary during the robot rounds.

Required Skills and Experience:

- Knowledge of the competition game and rules helpful
- Public speaking skills
- Comfort and experience interacting with youth aged 9-14
- Sense of humor
- Prior training: Read about the robot game to know more about the missions

Field Reset

Repairs and resets the playing fields after each match. Resetter plays a critical role in ensuring smooth flow of match play and maintaining pace of the event. Supervise the teams collecting their robot and attachments to assure that Field Setup pieces are not taken inadvertently.

Required Skills and Experience:

- Physically active role; ability to stand for long periods of time and move quickly about the field
- Great for youth (ages 14-18) volunteers
- Prior training: Read the robot game manual to know where missions are placed on the challenge mat

Floater

Provide assistance in various areas as determined by the Manager of Event-Day Volunteers. Often helps with last-minute tasks as identified by event staff and KEY volunteers. Floaters often fill specific volunteer positions for 'no show' volunteers and serve to fill-in to allow volunteer breaks. Floaters can be useful as messengers, problem solvers, and guides. They may also enjoy distribute pins, medals and trophies. They staff the practice field to help manage the flow of teams. They also might staff food stands and help with overall clean up.

Judge Advisor*

This is a KEY volunteer position. KEY volunteers require advanced training as prescribed by *FIRST* headquarters. Rather than judge teams, the Judge Advisor oversees the judging process and judging quality for the event. The Judge Advisor ensures that FLL Global Standards for Judging and Awards are followed. Judge Advisors are responsible for overseeing all judges for the event, including any necessary pre-event communication and training. Judge Advisors assure paperwork is provided for the judges (including rubrics and scoring sheets) for each area being judged. Requires intimate familiarity with the Judging Manual and advance training.

Judge Assistant

Assists Judge Advisors and Judges throughout the event. Position manages team traffic before and after judging sessions. Responsible for keeping judging sessions on schedule, keeping waiting teams quiet, assuring teams are sent to correct judging location, and helping to prepare and break-down judging rooms.

Required Skills and Experience

- Outgoing personality; high energy
- Strong organizational skills
- Physically active role; ability to stand for long periods of time
- Great for youth (ages 14-18) volunteers
- Prior training: N/A

Project Judge

Selects team award recipients through interaction with teams and contributing to the deliberation process. Interview and observe teams in the Judging rooms, Pit, and on the playing field. Position serves as a role model for the team members. Participates in writing short awards scripts extolling merits of winning teams and assists with award presentations to the teams. The FLL Project changes with the yearly Challenge theme and is the opportunity for the teams to explore the topic in depth and allows them to have a firsthand opportunity in proposing a solution to a problem they selected.

Required Skills and Experience:

- Strong assessment skills
- Strong interpersonal/communication skills
- Ability to effectively relate to youth aged 9-14 and adults and be a role model at all times
- Ability to work as a member of a team
- Knowledge of challenge preferred
- *FIRST* and/or FLL experience preferred
- Prior training: This role will require day of event training. Judges are required to read a document about their content area. Championship Judges are required to complete online certifications

Core Values Judge

Selects team award recipients through interaction with teams and contributing to the deliberation process. Interview and observe teams in the Judging rooms, Pit, and on the playing field. Position serves as a role model for the team members. Participates in writing short awards scripts extolling merits of winning teams and assists with award presentations to the teams.

Required Skills and Experience:

- Strong assessment skills
- Strong interpersonal/communication skills
- Ability to effectively relate to youth aged 9-14 and adults and be a role model at all times
- Ability to work as a member of a team
- Knowledge of award criteria and selection process
- *FIRST* and/or FLL experience preferred
- Prior training: This role will require day of event training. Judges are required to read a document about their content area. Championship Judges are required to complete online certifications

Robot Design Judge

Selects team award recipients through interaction with teams and contributing to the deliberation process. Interview and observe teams in the Judging rooms, Pit, and on the playing field. Position serves as a role model for the team members. Participates in writing short awards on-the-spot scripts extolling merits of winning teams and assists with award presentations to the teams.

Required Skills and Experience:

- Strong assessment skills
- Strong interpersonal/communication skills
- Ability to effectively relate to youth aged 9-14 and adults and be a role model at all times
- Ability to work as a member of a team
- Knowledge of award criteria and selection process
- *FIRST* and/or FLL experience preferred
- Prior training: This role will require day of event training. Judges are required to read a document about their content area. Championship Judges are required to complete online certifications

Load-in/Load-out

Helps set-up or breakdown the event. May be assigned to set-up or breakdown a specific area of the event. This is a physically active role and requires the ability to lift a minimum of 15lbs.

Required Skills and Experience

- Physically active role; ability to stand for long periods of time

Pit Runner

Serves as team messenger—providing and distributing critical information to teams. Assists with distribution of match lists to teams as needed. Helps guide teams from Pit to competition floor and is prepared to answer questions about the event from teams and guests.

Required Skills and Experience

- Outgoing personality; high energy
- Strong organizational skills
- Physically active role; ability to stand for long periods of time
- Great for youth (14-18) volunteers
- Prior training: N/A

Robot Game Queuer

Manages team traffic to and from the playing field. Queuers play a critical role in ensuring smooth flow of traffic and maintenance of overall event pace. May need to restrict access to competition area from unauthorized individuals. Communicates with Pit Runners and makes sure that the runners in the Pit are rounding up teams that are not in the queue, helps keep teams in order and ready to compete. This person should be very aware of the schedule, and needs to be able to keep track of more than one thing at a time.

Required Skills and Experience:

- Strong leadership, interpersonal, and communication skills
- Ability to collaborate with others and work as a team
- Self-directed individual
- Physically demanding role; ability to stand for long periods of time
- Prior training: N/A

Referee

Observes team robot game matches, identifies rule violations, assesses field for scoring of matches, and participates in deliberations regarding contested calls and official scores. Position works under the direction of the Head Referee. Requires advance training and intimate knowledge of current Robot Challenge Game rules. Plays a critical role in ensuring smooth flow of match play and maintaining the pace of the event. Embodies FLL core values while monitoring and promoting sage practices on and around the playing field.

Required Skills and Experience:

- Thorough knowledge of the competition game and rules of play
- Ability to be tactful and assertive
- Physically demanding role; ability to stand for long periods of time
- Outgoing personality; high energy
- Strong communication, diplomacy skills
- Ability to collaborate with others and work as a team
- Detail-oriented
- Strong assessment skills
- FLL experience and training required
- Prior training: Read the robot game manual and review the scoresheet. This role will require day of event training.

Registration

Assists with FLL Team Registration. Position provides direction, assistance, and information to FLL coaches and other adults accompanying teams and distributes materials. Assist with area set-up and breakdown.

Required Skills and Experience:

- Strong interpersonal and communication skills
- Strong organization skills
- Attention to detail
- Prior training: N/A

Scorekeeper

This person is someone who is comfortable with computers and can enter data from score sheets into either Excel or a scoring program. Helps facilitate the final ranking for awards, the announcement of the scores by the Emcee, and display of the scores in the Pit area. Prints out the ranking chart and delivers it to the Judge Advisor after each round. FLL headquarters will provide an annual online training of the scoring programs it provides and strongly encourages this individual to take the training in advance if you will use the scoring software.

Experience and Skills Needed:

- Basic knowledge of the competition game and rules helpful
- Ability to collaborate with others and work as a team
- Excellent computer skills
- Detail oriented; driven to achieve high level of accuracy
- Prior training: This role will require day of event training

Timer

This person is someone comfortable keeping the flow of the day going by constantly checking the clock and communicating the timing to appropriate individuals on the field. Works closely with field resetters and referees to keep on track with the timing between robot matches set forth by the Tournament Director(s).

Experience and Skills Needed:

- Ability to collaborate with others and work as a team
- Detail oriented; driven to achieve high level of accuracy
- Prior training: This role will require day of event training