

Pack 62 Pinewood Derby Volunteer Position Details

Pinewood Derby Volunteer Positions:

- Track and venue setup/tear down (night before and evening after)
- Speedway Café snack table – purchase and sell snacks (with assistance from Webelo Scouts)
- Registration check-in table – inspect all cars, label, hand out patches
- Stagers – organize and order cars for each race/heat
- Starter – set cars in starting positions, start each race/heat
- Runners – bring cars to stagers at end of each race/heat (usually Webelo Scouts)
- Computer Operator – run each race using computer timing system and software

Friday Night

Race Setup Responsibilities:

- Setup track and timer system, chairs, tables, ropes, finish line, decorations

Snack Table Responsibilities:

- Purchase food and paper goods prior to event (submit receipts for reimbursement to Pack 62 Treasurer – Gary Warzynski)
- Determine and set prices
- Create signs and pricelists
- Acquire (borrow) any necessary equipment (coffee maker, hotdog warmer, etc)
- Create cash drawer or box (for making change)

Saturday - Race Day

Snack Table Responsibilities (12-4PM):

- Set up snack table prior to event start (12PM)
- Sell snacks for duration of event (1-4PM)
- Clean up once event is complete (spare non-perishable food and paper goods should go to the Cub Master or Pack Chairperson – Ben Parker / Cindy Simon)
- Receipts to Pack 62 Treasurer for reimbursement (Gary Warzynski)

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Check-In Table Registration Responsibilities(12:30-3:30PM):

- Check car height, width, length, weight
- Make sure the wheels are BSA wheels, and the treads are flat and smooth
- Make sure that axles are in slots and not machines
- Check off each registered Scout, and notify Computer Table operator when all Scouts have registered
- Place registered cars in appropriate box on stage near Starter's table
- Hand out Pinewood Derby Patch to each participant

Master of Ceremonies (Announcer) Responsibilities (1-4PM):

- Announce races
- Count down, cheering
- Announce winners, and hand out trophies (at end of Derby)

Starter Responsibilities (1-4PM):

- Work with Stagers to get cars ready for each race
- Place cars on track in correct lanes, and start race on MC/Announcer's signal
- Assist Master of Ceremonies and Pinewood Derby Chair or Cub Master with awarding of trophies

Stager Responsibilities (1-4PM):

- Take checked-in cars from Registration table and organize by car number
- Read printout or screen for the upcoming race for each heat and stage cars for the races accordingly
- Hand cars for each race to the Starter
- Retrieve cars from Runners at the end of each race and prepare for next race
- After racing at each Scout rank is complete, place 1st and 2nd place cars into Pack Grand Finals box
- When Pinewood Derby is complete, place all cars into box to be judged by the art Teacher (Mr. Caravaggio) at Peter Noyes school
- Return all Family cars to non-Scout participants

Runner Responsibilities (1-4PM):

- Retrieve cars after each race
- Bring cars back to Stagers
- Prepare end of track area for next race

Computer Table Responsibilities (1-4PM):

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- Get computer, software and timing system ready before race day
- Operate the computer (timing system) for the race events
- Supply registration checklist to Registration table, Starter and Stagers
- Display winners

Teardown and Cleanup Responsibilities (4PM):

- Call representative from Pack 60 during Pack Finals to come and pick up track
- Take everything down and clean up