



Baseball Volunteer Duties

Single A	Double AA	Triple AAA	Majors
Home Team	Home Team	Home Team	Home Team
*****	*****	*****	*****
*****	Official Score/Gamechanger	Official Score/Gamechanger	Official Score/Gamechanger
*****	*****	Official Pitch Count	Official Pitch Count
Field Prep	Field Prep	Field Prep	Field Prep
Dugout Clean Up	Dugout Clean Up	Dugout Clean Up	Dugout Clean Up
Coach Pitch	Adult Pitcher (One from each team)		
Visitor Team	Visitor Team	Visitor Team	Visitor Team
Adult Game Coordinator	Adult Game Coordinator	Adult Game Coordinator	Adult Game Coordinator
Scoreboard	Scoreboard	Scoreboard	Scoreboard
Field Clean Up	Field Clean Up	Field Clean Up	Field Clean Up
Fields Ump	Field Ump	*****	*****
Flag / Anthem If Field #1	Flag / Anthem If Field #1	Flag / Anthem If Field #1	Flag / Anthem If Field #1
Dugout Clean Up. Take out trash if final game on Saturday or full.	Dugout Clean Up. Take out trash if final game on Saturday or full.	Dugout Clean Up. Take out trash if final game on Saturday or full.	Dugout Clean Up. Take out trash if final game on Saturday or full.

- **Official Scorekeeping** and **Pitch Count** is tracked through GameChanger (Home Team Official Book).
- **Field preparation equipment** is in the equipment room. Green double doors at the base of the stairs (Badger Fields). Please put all equipment away
- The **US flag** is in the Clubhouse. Please see that it is **folded properly** when not flown. Anthem only needs to be done on first games of the day. Follow instructions inside of audio cabinet. Flag must come down by team of last game of the day and stored in clubhouse.



Game Day Duties

HOME TEAM

- Prepare the field (rake/drag, insert bases, chalk 2” lines)
- Keep official Score Keeper & Pitch Count - GameChanger
- Clean YOUR dugout and empty trash on Saturdays (or anytime it is full.)

VISITING TEAM

- Provide an adult game coordinator
- Provide field umpire (Divisions A & AA)
- If playing on field #1, put up US Flag
- If playing field #1, play the National Anthem. (On Saturdays the Anthem only needs to be played at the first game of the day)
- Run scoreboard (power switches for the scoreboard are located on the scoreboard poles)
- Rake and cleanup field after game
- Put away field equipment (all bases, rakes, wheelbarrows should be returned to the equipment room and locked up.
- Clean YOUR dugout and empty trash on Saturdays (or anytime it is full.)

Also, for the managers of the last game of the day, make sure the sound system (upstairs) is off, scoreboards are off, clubhouse & equipment rooms are locked.



Description of Volunteer Jobs

Field Prep

- Field Prep is done before and after your game.
- When you are the HOME team, your team will need at least TWO people for field prep.
- Preparation includes raking & chalking the field before the game. Also includes getting pitching machines (if applicable) and bases.
 - One thing to remind a volunteer about is when they rake the base path, they **MUST** rake the dirt in the direction the runners go (i.e. rake from home towards first base.... NOT side to side).
 - If the dirt is not raked properly a dirt lip will develop along the base paths. *Please ensure that your volunteers are doing this correctly*
- After the game, the fields need to be raked or dragged again.
- Equipment needs to be put away.
- Dugouts AND stands need to be cleared of cups, seeds, trash, etc. Leave it ready for the next team. Even if you are the last team of the day. Trash that is full or is starting to smell **MUST** be replaced. Dumpsters are located through the ballpark area. Trash bags should be in the chalk room or clubhouse.

Scoreboard/Audio Equipment

- The scoreboard is operated by control units that are plugged into outlets located upstairs in the clubhouse. PLEASE BE GENTLE WITH THESE! THEY ARE STILL NEW & PRICEY!
- Inning, score, ball count (balls & strikes) and outs need to be indicated on the board.
- Audio Equipment is located in the clubhouse upstairs. Please follow the instructions to play the national anthem and DO NOT CHANGE CONTROLS!

Pitch Count/Official Scorebook

- Pitch count is very important, not only to keep games fair, but for the safety of our kids.
- Official pitch count is kept by the HOME team.
- The pitch count is tracked on GameChanger.