

# THE CADETS

VOLUNTEER PACKET

# HISTORY

## WHAT DOES VOLUNTEERING FOR THE CADETS MEAN?

Volunteering means being part of an amazing group of people who make it possible for young adults to experience the life changing impact of the Cadets. It is an opportunity to get close to others who are passionate about this activity. You WILL make a critically needed contribution. You MAY make a few lifelong friends along the way.

## WHO TYPICALLY VOLUNTEERS FOR THE CADETS?

Our volunteers come from all walks of life, all parts of the country and even overseas to be a part of this fantastic organization. Volunteers include parents, alumni, parents of alumni, and drum corps and Cadets enthusiasts. We welcome everyone who wants to help The Cadets succeed, whether for a few hours, a few days, or a few weeks. The Cadets sincerely value the time and energy all of our volunteers contribute.

## WHEN DO WE NEED VOLUNTEERS?

**ALWAYS!**

All levels of volunteering for the corps are welcome. Opportunities to volunteer at camps, spring training, on tour, or in the office are available. While work schedules and commitments certainly affect volunteers' ability to join us on the summer tour, most serve a week, although some volunteers join us for several weeks of tour. For those who cannot join us on tour we welcome "day helpers". Those who might jump in during the day but do not house (stay overnight) with us.

## WHAT DO VOLUNTEERS DO?

There are several areas where we can use help. Typically, a volunteer will be assigned to a specific job, however, volunteers can be reassigned to a different job or may be asked to help out with other priorities if needed. While on tour, space is limited to the number of bunks available. Day helpers provide much relief for those who travel with the corps. It is truly a team effort to accomplish all tasks needed to make the member experience free of distractions. We want them to be able to focus on performing well!

**Food Service** - The Cadets travel with a fully equipped mobile kitchen in a 53-foot-long tractor-trailer that serves four meals a day (breakfast, lunch, dinner, evening snack) to 200+ people. While the food service program is under the direction of a professional cook, keeping The Cadets well-fed requires the work of several volunteers each day. The work stations for the food service area include: beverages (coffee and Gatorade prep), food prep (washing, chopping), dishwashing (while we use disposable plates/utensils, all cooking and serving utensils must be cleaned and sanitized between use), serving and bussing (Cadets food is presented buffet style. Food tables are maintained and cleaned for each meal),

**Uniform and Prop maintenance** - "Always Look Good" is the motto of the Cadets. No where is this more seriously taken than in the uniform department. Pre-season activities include measuring each contracted member before uniforms are produced and then performing tailoring tasks to ensure proper fit and look once the uniforms are received. With 164 people in uniform who gain and lose (mostly lose) weight as the tour progresses, we always need volunteers who are comfortable with a sewing machine and safety pins. These volunteers are also responsible for the repair and laundering of uniforms as needed. They also do occasional prop maintenance.

**Set building and maintenance** – Do you enjoy power tools and painting? This is the place to put those skills to work. In this role you will help to build and maintain the sets throughout the season

**Driving** - The Cadets caravan typically consists of five buses, two tractor-trailers, and 3 smaller vehicles. Except for the leased buses, all other vehicles can be driven by volunteers with the appropriate licenses and driving records. Since the corps travels at night, drivers receive preferential treatment when it comes to quiet, cool, and horizontal sleeping accommodations during the day. We do our best to make this happen with each site as each school provides its challenges.

**Medical** - Medical personnel are needed on tour to ensure the physical well-being of our members while they travel the country. We are always looking for Certified Medical Professionals (Nurses, Physical Therapists, Athletic Trainers) who may be interested in joining our Medical Staff on tour for a week, a few days, or longer.

**Media** – Photographers, Videographers, and/or editing skills are welcome as we endeavor to maintain a positive and exciting social media presence. All content is reviewed and approved by our Marketing and Development Manager.

**Office/Administrative** – Can't come on tour? Consider working in the office or from home helping with administrative duties. Throughout the year Volunteer Days are scheduled at the home office in Allentown to do inventory, clean and organize trucks and equipment after tour, or to help out with marketing tasks.

## LIFE AT WEEKEND CAMPS

At weekend camps volunteers are assigned a dedicated space in a school where they can put personal belongings and sleep. Generally it is one large classroom in a school. This space is coed. You will need to bring your bedding (air mattresses or camp cots will keep you comfortable). Eye masks and ear plugs are also recommended.

If you are a parent travelling with your Cadet to camps you are welcome to stay at the housing site with the corps provided you have the proper clearances completed. This is a way for you to save money on lodging, meet other parents/volunteers and get your questions answered. It also will give you insight to what the Cadet membersexperience.

The daily schedule for camps is usually similar to the one below.

## WHAT CAN VOLUNTEERS EXPECT FOR THE SUMMER?

The Cadets begin the season in Spring Training typically on a College campus. After that time, the corps is on tour. The itinerary for The Cadets Summer Tour including housing sites, mail drops, emergency numbers, and show information will be posted online as it becomes available.

Accommodations for Spring Training is in dormitories. Typically you will need to bring your own linens and personal belongings.

While on the road you will live on a sleeper bus. This is a bus outfitted with bunks (3 levels high) on each side of the aisle and some seating areas in the front and rear. Suitcases can be stowed in underneath compartments. The buses typically also have a small lavatory for passenger comfort. Most of our traveling is done at night unless the corps stays overnight at a housing site where the members will get a full night of "floor time". While traveling there are usually rest stops scheduled at 4 hour intervals. Each volunteer will be provided with a bunk with a privacy curtain. Because suitcases are not accessible while traveling people will normally keep some personal items (toiletries and few changes of clothes) in a corner of the bunk and swap out clean for dirty clothing every few days.

Showers are available daily at each housing site. Shower time for Staff/Volunteers is on a staggered schedule from members to maintain privacy.

Volunteers spend long close hours together literally sleeping on top of one another. To travel with the corps requires the utmost patience and respect for others' space and needs. Many seasoned volunteers recommend doing a week, taking a week off, and then coming back for a week or more. If you have the luxury of being able to come and go, this is a good way to stay fresh and not exhaust yourself.

While volunteering is no easy task, the reward that the members give in their performance and gratitude will last a lifetime.

## **LOGISTICS FOR JOINING TOUR**

Many volunteers join us when we are close to their home and they can drive to meet the corps. Others fly in and out or arrange vacations that begin or end in the locations that the corps will be visiting. We understand booking flights early is ideal, but we ask that you communicate with us before doing so to make sure we can confirm our location and your itinerary.

### **PLEASE DO NOT BOOK FLIGHTS OR MAKE TRAVEL PLANS UNTIL YOU HAVE RECEIVED CONFIRMATION ON YOUR PLANNED ITINERARY FROM THE OPERATIONS MANAGER.**

We typically can offer shuttle service from major airport/train/bus terminals. You may request shuttle service through the Cadets Backfield application. It is common for multiple people to join or leave the tour at different stops. Because we combine drop off and pick up we ask for your patience if you would like to take advantage of our shuttle. These trips need to be optimized to meet the needs of many people and other corps logistics requirements.

## **TOUR EXPENSES**

It is important to note that the cost of travel to come on and off tour is at your own expense.

All expenses for goods purchased made for The Cadets will be considered an In-Kind donation unless approved for reimbursement by the Operations Manager prior to purchase.

## SAMPLE DAILY SCHEDULE

We try to keep our schedule as consistent as possible for our members. The daily schedule will vary according to arrival times, but the basic timeline is the same. Daily schedules are also posted on the food truck whiteboard each morning.

8:00am Breakfast

9:00am Rehearsal

1:00pm Lunch

2:00pm Sectionals

3:30pm Ensemble

5:00pm Eat, Pack, Load (EPL)

6:45pm Depart for Show

7:15pm Arrive at show

8:00pm Warm Up/Perform

11:00pm Snack

12:00am Depart for next Housing Site

Volunteer schedules will vary depending on the function assigned but generally volunteers should always plan to eat with the corps. Food Services volunteer schedules are more rigorous because of the demands of that function.

When there are four to six food service volunteers on the road, their typical schedule will look similar to this:

6:00 am Volunteers wake up and begin breakfast prep

8:00 am Breakfast, with lunch prep usually beginning by 8:30 am

9:00 am Breakfast cleaned up; lunch prep continues. Typically, some volunteers take a shower at this time, while others will continue with lunch or possibly dinner prep

1:00 pm Lunch, some volunteers serve members, some work clean up, some continue with dinner prep

2:00 pm Lunch cleaned up, dinner prep underway, showers for those who haven't gone yet 5:00 pm

Dinner, clean up, load food truck for departure to show

6:45 pm Depart for show

7:15 pm Arrive at show site, volunteers unload food truck, set up for snack, then go to the stadium to enjoy The Cadets! Following the performance, volunteers meet back at the food truck to finish prepping snack.

11:00 pm Snack, clean up, re-load food truck, prep truck for travel.

12:00 am Return to the vehicle, talk over the day, talk through the next day, laugh, share stories, and SLEEP!!

## **WILL I GET TO SEE MY CADET?**

During the day volunteer duties might prevent you from watching rehearsals. However, you will have the opportunity to watch performances and spend time with your son/daughter as they pack and eat after the show. When scheduling shifts, we do our best to balance your volunteering duties with watching and experiencing the corps.

## **SOCIAL MEDIA**

The Cadets Drum and Bugle Corps Parents and Cadets Volunteer Association pages on Facebook are a great resource for tips and advice for parents and volunteers.

Volunteers are asked to abide by The Cadets Media policies including but not limited to restrictions on the recording and/or sharing of photos, videos, and audio. Due to the nature of the activity, including music licensing and show design, audio/visual recordings are prohibited during certain times of the season. We will inform you of any restrictions before rehearsal, if you are unsure please ask before recording or posting material. This allows us to maintain an open rehearsal policy for all and we thank you in advance for understanding.

## HOW TO BEGIN

Once you have decided to volunteer with The Cadets, please visit [cadets.org](https://cadets.org) to sign up. Under the “About” tab navigate to the “Cadets Volunteer” page and then click the “Sign Up” button. After completing the volunteer interest form, the Volunteer Coordinator will be in touch to provide all on-boarding information.

## ON BOARDING

All volunteers must complete the following:

- Acknowledgment of Policies. On [cadets.org/resources](https://cadets.org/resources) page
- Background Check Policy
- Code of Conduct
- Conflict of Interest
- Dietary and Food Preparation Guidelines
- Mandatory Reporting Policy
- Media Policy
- Medical and Corps Care Policy
- Non-Discrimination Policy
- Sexual Harassment Policy
- Trademark and Logo Policy
- Transportation Safety Policy
- Youth Safety Policy
- General Waiver
- COVID-19 Waiver and Upload picture of COVID-19 Vaccine Card
- Medical History Form & Health Insurance
- Complete Diversity, Equity, & Inclusion Training



Additionally, those who house with us (stay overnight) will be required to:

Complete Safesport Training

Complete Background Check

Go to the website to complete the application.

Volunteers will be charged for the cost

<https://www08.8f7.com/4DACTION/WebAppOrderEntryZCustom/OneSource/7104VAE>

## **PACKING**

Below is a suggested list of what to pack when you come to volunteer for The Cadets. Due to storage limitations, we ask that volunteers limit their bags to one small suitcase and one carry-on item.

### **ESSENTIALS**

Sleeping bag or Blanket

Fitted Sheet

Pillow or Pillowcase

Air Mattress + pump or Camping Pad (weekends only)

Toothbrush and Toothpaste

Deodorant

Towel (camping/quick-dry towel recommended)

Washcloth or loofa

Soap/Body Wash

Shampoo and Conditioner

Shaving cream and razor

Flip flops/Shower shoes

Glasses + Contact Lenses (if needed)

Prescription Medicines (enough for your time on tour in the original bottle)

T-shirts or Tank tops

Shorts

Underwear

Socks (bring extras)

Comfortable shoes (2 pairs recommended)

Sweatpants + Sweatshirts (the bus gets cold at night)

Long Sleeve Shirts

Rain Jacket

Hat or Visor

Sunglasses

Sunscreen

Identification (license, passport)

Medical/Insurance card

Money for spending (the less cash the better)

Water bottle

Phone charger

Chapstick

Laundry Bag for dirty clothes

Detergent, Dryer Sheets, quarters for laundry (if you are going to be on tour for more than 2 weeks)

Protips: 3-in-1 bodywash/shampoo/conditioner works well. Bring breathable clothes that may get stained or bleached for working. Most work is done outdoors and it gets hot. Also bring some nice clothes for shows and free days. When we are outside our camp we like to "Always Look Good"

### **MISCELLANEOUS (OPTIONAL)**

Many of these options are for longer stays, use your discretion in determining items to pack

Pain medication (Tylenol/Advil)

Bug spray

Batteries

Electronics chargers

Nail clippers

Ziploc bags (assorted sizes)

Flashlight

Stain stick/Tide pen

Gold Bond

Aloe Vera

Power strip/short extension cord

Small mirror

### **EMERGENCY CONTACT ON THE ROAD**

The administrative team will be with the corps at all times and can be reached by cell phone. Please contact the Operations Manager by phone at 484-773-1017 or by email at [info@cadets.org](mailto:info@cadets.org).

## CONTACT THE CADETS

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