

Thu, 11/03/22

When? **Who?** **What?**

6:00PM Coaches Meeting via webinar

Wed, 11/09/22

When? **Who?** **What?**

1:00PM Local Program Contact Pick up goals and portable benches from Orange County

2:00PM Univeristy Recreation staff moves facility soccer goals off fields

Thu, 11/10/22

When? **Who?** **What?**

7:45AM SONC arrives with all equipment

8:00AM Venue Team arrives

8:05AM Inventory equipment (use SONC checklist, confirm what facility is providing, any vendor deliveries),

8:15AM Ensure Volunteer Check-in is ready for Power Team

8:30AM Put out directional signage at major intersections to direct traffic (use provided h-stands - place signs 50 feet prior to intersection on right hand side of road)

8:30AM Thomas Equipment & Par Delivers tents, tables, and chairs

8:30AM Power Team Power team volunteers arrive to assist with setup

8:40AM Venue team begins setup of facility

8:45AM Begin setting up tables & chairs, move

8:45AM Place venue signage (place athlete check-in, lunch, competition signs, awards area, medical - please don't use tape that will damage walls, no tape on front of signs, put signs up high

10:00AM Setup competition areas

1:00PM Power Team Power Team departs venue

Fri, 11/11/22

When? **Who?** **What?**

6:30AM Venue team arrives to prepare

7:00AM Power Team Power team volunteers arrive

7:00AM		Ensure volunteer check-in area is ready to greet first volunteer (volunteer check-in sign, sponsor grids on table, check-in sheet, list of volunteers, T-shirts laid out by size for easy distribution, tickets for lunches)
7:15AM		Volunteer Check-In assistants arrive
7:30AM		Test equipment (batteries working, bullhorn functional, PA working, stopwatches live, etc.)
7:45AM		Put all awards materials in appropriate area for awards team
8:00AM	Charlotte Mecklenburg P	Security personnel arrives
8:00AM		Concessions vendor arrives
8:15AM		Volunteer check-in begins, assign volunteers based on critical needs
8:30AM		Competition volunteer training begins
8:30AM		Ensure medical personnel has arrived
8:30AM		Skills competition volunteers check-in
9:00AM		Team competition begins
9:00AM		Soccer Skills Head Coach Check-In opens
9:30AM		Skills preliminary competition begins
10:00AM		Meals assistants arrive
10:00AM	Power Team	2nd shift Power Team arrives at venue
10:00AM		Begin setting up lunch areas
10:30AM		Lunches delivered to the venue
11:00AM		Lunch available to registered delegation members, volunteers & GMT
11:00AM		Skills preliminary competition ends
12:00PM		Awards assistants arrive
12:00PM		Skills final competition begins
12:00PM		Awards assistants arrive
1:00PM		Lunch distribution ends
1:30PM		ISC awards begin around this time
2:00PM		Team competition ends
2:00PM		Skills competition and awards end
2:00PM	Power Team	1st shift Power Team departs venue

<input type="checkbox"/>	2:30PM		Concessions vendor leaves
<input type="checkbox"/>	4:00PM		Pack awards stand to be taken to roller skating in the morning
<input type="checkbox"/>	4:00PM	Power Team	Departs venue
<input type="checkbox"/>	4:00PM	Charlotte Mecklenburg P	Security personnel departs

Sat, 11/12/22

<u>When?</u>	<u>Who?</u>	<u>What?</u>
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<input type="checkbox"/>	7:00AM		Takes Awards stands over to Roller Skating
<input type="checkbox"/>	8:00AM		Ensure Volunteer Check-in is ready
<input type="checkbox"/>	8:00AM		Venue team arrives
<input type="checkbox"/>	8:00AM	UNC-Charlotte Police & P	Security personnel arrives
<input type="checkbox"/>	8:15AM		Volunteer Check-In assistants arrive
<input type="checkbox"/>	8:30AM	Power Team	Arrives at venue
<input type="checkbox"/>	9:00AM		Concessions vendor arrives
<input type="checkbox"/>	9:00AM		Competition volunteers check-in
<input type="checkbox"/>	10:00AM		Team competition begins
<input type="checkbox"/>	10:00AM		Awards assistants arrive
<input type="checkbox"/>	10:30AM		Lunches delivered
<input type="checkbox"/>	11:00AM		Lunch available to registered delegation members, volunteers & GMT
<input type="checkbox"/>	11:00AM	Power Team	2nd shift Power Team arrives and prepares to break down the venue
<input type="checkbox"/>	12:00PM		Concessions vendor leaves
<input type="checkbox"/>	1:00PM		Lunch distribution ends
<input type="checkbox"/>	2:00PM	Power Team	1st shift Power Team departs venue
<input type="checkbox"/>	3:45PM		Start breaking down the venue and pack equipment in box truck
<input type="checkbox"/>	4:00PM	UNC-Charlotte Police & P	Security personnel departs
<input type="checkbox"/>	4:00PM		Team competition and awards end
<input type="checkbox"/>	6:00PM	Power Team	Departs venue
<input type="checkbox"/>	6:00PM		Venue manager does final walk through of venue
<input type="checkbox"/>	8:00PM	Local Program Contact	Return Orange County portable benches and goals

Sun, 11/13/22

When?

Who?

What?

8:00AM Thomas Equipment & Par Picks up all rental equipment

1:00PM Local Program Contact Return Wake County pop-up goals
