



VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015

VOLUNTEER GUIDE



Page 2: Thank you

Page 3: Overall Volunteer Checklist

Game Director:

Page 4: Game Director Start of Game Checklist

Page 5: Field Set-Up

Page 6: Game Director Responsibilities

Timer:

Page 7: Game Timer Rules

Page 8: Penalty Timer Rules

Scorekeeper:

Page 9: Scorekeeper Rules

Pages 10: Scoresheet Sample

Volunteer Field Assignments:

Page 11: Saturday Field Assignments

Page 12: Sunday Field Assignments

Page 13: **Bullrush Contact List**

See Bullrush Program for Tournament Rules and Brackets



VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Thank you

...for volunteering to help at Bullrush. Your assistance is greatly appreciated.

All Volunteers should arrive 15 minutes prior to the start time.

Report to the Varsity Concession Stand by Field 1 to check in for your first game of the day. There will be a volunteer "check-in". Simply highlight your name so we know you arrived.

If for some reason, the volunteer "check-in" is not posted, please check in with someone at the Varsity Concession stand and then proceed to your designated field.

This handout will provide an outline of each volunteer task. However, don't hesitate to ask for help. If you are new to this volunteer task, ask one of the other parents working side-by-side with you for some help to get you started. Also, in the past, the officials (and even the fans) have been very helpful.

There are three fields where games are taking place. In the event, you have a child playing on one field, and you are volunteering on another, do not hesitate to go to that field and ask a volunteer to switch places with you. We don't want you to miss your son's game!

Overall Volunteer Checklist:

- ✓ Don't worry.
- ✓ Do your best.
- ✓ Ask your fellow-volunteers to switch places with you if you're really struggling with something (or ask them to help you).
- ✓ The first game is the scariest, but it gets easier after that.
- ✓ Have fun.
- ✓ You'll be amazed at how much you're going to learn by helping vs. being a spectator on the sidelines.

... and did we say **Thank you !!**



VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

BullRush Jamboree Tournament Grounds





VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Game Director: Start of Game Checklist

This position is the point of contact of the Verona Lacrosse Club for all game-related situations. **The Concession Stand by Field #1 will serve as the point of contact for any game-related situations and final score updates.** As a starting point, the Game Director should make sure the following is in place on their field for their game.

Field Checklist:

- Ensure Game Balls are available
 - There should be 30 balls total per field, with 6-10 on each end-line.
 - There should be 6 balls at the scorer's table (1 new ball to start each game)
- Make sure field is set up as indicated on Page 5.
- Make sure the field conditions are okay and orange cones are in proper spots.
- Should have a table and two chairs for scorers/timers.
- Any issues on the above, should be communicated to the Tournament Director(s) and/or the Concession Stand.

Each Score Table should have a Game Kit that includes:

- Air-horns
- Stop watches (game and penalty) & Instructions for operating game clock or stop watches,
- Score Boards
- Field Book (see below)
- Pencils /pens
- Orange Cones – Qty 7
- If you're missing something, go the Concession Stand for assistance.

Emergencies / First Aid:

- If a first aid kit is not immediately available on the field, there will be access to one by contacting the Concession Stand.
- First responder information should be listed on inside cover of bin or in the bin. Make sure to notify a Tournament Director immediately of the situation.

Field Information includes:

- Program Guide (contains the Tournament Rules, Bracket Listings, Game Times, Field Layout, Team Rosters, and Severe Weather Instructions.
- Score sheets & instructions for completing score sheets (instructions also in this Volunteer guide)
- Field Volunteer Schedule (also in this handout and available at Concession Stand).

Game Director Volunteer Checklist:

- Make sure you have two volunteers to assist with each game: a penalty/game timer and a scorekeeper.
- **Notify Varsity area Concession Stand if a volunteer does not arrive so a substitute can be found.**

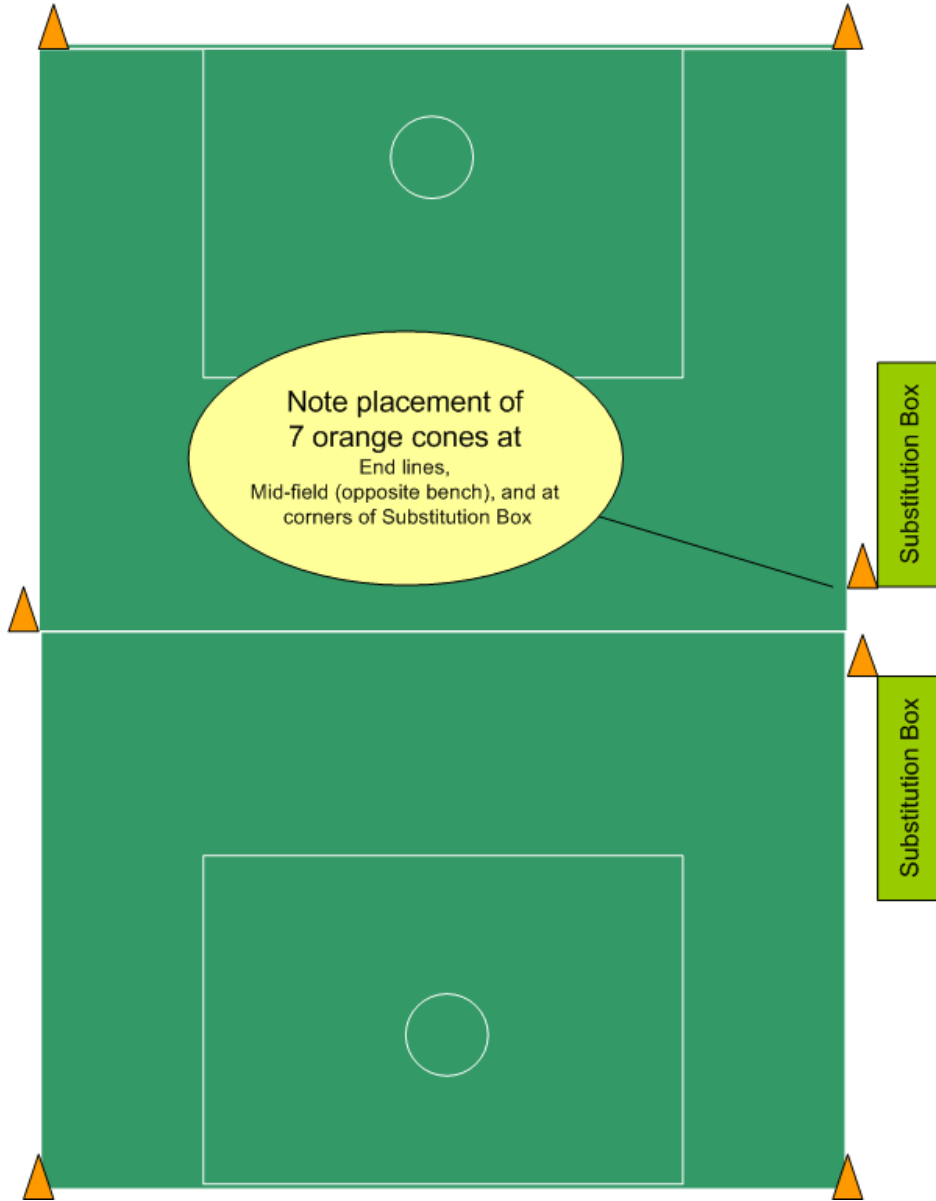


VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Field Set-Up





VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Game Director Responsibilities:

Game Directors:

- This position is the point of contact of the Verona Lacrosse Club for all game-related situations.
- Responsibilities include:
 - Starting games on time and ensure they are running smoothly.
 - Monitor condition of the field and goals.
 - Make sure the endline balls are in place at start of game and at half time.
 - Place approx. 6-10 endline balls on each end of the field on the out of bounds lines
 - Monitor for consistent timekeeping.
 - If questions arise on rule interpretations, consult the Tournament rules (found in the Program Guide).
 - **Take completed score sheet to the Concession Stand by Field #1 to get final scores updated for the tournament.**
 - Contact one of the Bullrush contacts (page 13) regarding any significant issues.

Start of Game:

- Games start immediately. There is no on-field warm-up.
- Captains report to the referees immediately upon game start.

Weather-Related Delays:

- Games will be played in the rain unless lightning occurs.
- Weather delays will be managed by the Tournament directors. They will stop play and restart play.
- If lightning occurs, games will be suspended for at least 30 minutes after the last lightning is visible.
- All individuals on the field must evacuate to a vehicle or the designated location of the Verona High School Building until it is safe to resume play.
- When play is resumed, the Game Director should check with the Tournament Director(s) and/or the Concession Stand regarding possible changes to schedules, etc.

Resumption of Games:

- If the Game is suspended anytime during the first half, play will resume that will start the second half of the game.
- If the Game is suspended anytime during the second half, the team in the lead will be declared winner and the game is considered complete.
- If the Game is suspended anytime during the second half, and the score is tied at the time of the suspension, the game will resume play under the Sudden Victory Overtime Tournament rules.

Other issues:

- **Do not confront a team, player, coach, or the team's fans.**
- If a situation occurs at a field or if you have concerns about a team, player, coach or fans, contact the Tournament Director.



VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Game Timer Responsibilities:

Start of Game:

- Games start immediately. There is no on-field warm-up.
- Captains report to the referees immediately upon game start.

Game Time:

- Two 25 minute **running-time** halves, i.e., the clock is only stopped on injury or a time out.
- The last two minutes of each half will be stop time
 - Stop time on whistle, goal, injury or timeout.

Stop Time - End of Period (First Half and Second Half):

- Yell out toward official when there is 2 minutes left
- Yell out toward official again when there is 20 seconds left.
- Count down loudly from 10, sounding horn at zero.

Halftime:

- Half time will be 5 minutes (or less if both teams are ready).
- Notify the official when 2 minutes remains.

Timeouts:

- Each team has two 60-second time outs per half. Stop game clock for timeouts.
- Penalty clocks also stop on a timeout, and resume when play restarts (whistle blows).

Overtime (for non-varsity seeding round games only):

- Overtime periods will be 6 minute running time sudden victory.
- Each team has one 60-second time out in Overtime.
- Overtime rules for Varsity on the bracket sheet.
- NOTE: Varsity seeding round games will not play overtime, games will end in a tie.

Clock Malfunction:

- If the clock malfunctions during play, count in your head while someone notifies the official. Sound a double horn at the next dead ball. Never sound a horn when the ball is in play except to indicate the end of a half.



VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Penalty Timer Responsibilities:

Signaling of Penalty:

- Official will signal the team, player number and type of foul.
- **(T) Technical Fouls:** A “T” formed with the arms indicates a 30-second technical foul.
- **(P) Personal Fouls:** Holding 1, 2, or 3 fingers overhead indicates the number of minutes for a personal foul (or the referee might just yell out the time).
- Hands clapped over head is a non-releasable penalty (NR).
- The Penalty Time and Scorekeeper will work closely together as penalties are recorded on the scoresheet. *See additional details on penalty types on pages 9 and 10.*

Timing of Penalty:

- Penalties will be assessed at a 150% of the norm. For example, a 30 second penalty may be reported by the ref and recorded on the timesheet, but the penalized player serves 45 seconds. **Work with the scorekeeper on the recording of the penalty.**
- Penalized players kneel in the penalty box (to the left and right of scorer’s table).
- Penalty timing starts when play restarts (whistle blows).
- Unless there is a timeout, the penalty clock runs just like the game clock. If there is a timeout, the penalty clock stops and restarts when the game clock restarts.
- Let the player know when there is 10 seconds left, then count down from 5 seconds, and say “released” to the player at zero so they know they can return to the field.
- **A penalized player cannot be released on a dead ball (when play has been stopped). If a penalty expires, but the ball went out of bounds, the play is stopped. The player is ultimately released when the play restarts (whistle blows to restart play).**

Penalty Release Parameters:

- If the opposing team scores, the penalized player is automatically released from the penalty.
- If the penalized player’s team scores, the penalized player is NOT released onto the field.
- **Non-releasable (NR)** penalties serve the full penalty time no matter how many goals are scored.
- If a player has multiple penalties, NR penalties are always served first, regardless of the order of the fouls.
- If the first half ends with a penalty being served, inform officials of the penalty time remaining (penalty time carries over into the start of the second half).
- If a penalty expires during a face-off, do not release the player onto the field until the referee indicates that possession has been called.
- A sub can take the place of a penalized player, but then the penalized player must go to the bench when the penalty expires.

Fouling Out:

- Notify officials if any player accumulates 5 minutes of personal foul penalties (regardless of the number of penalties). Technical fouls do not count toward this five-minute total.
 - The player must serve the penalty first, and then proceed to the bench.
- Notify officials if any player accumulates 2 non-releasable unsportsmanlike conduct penalties as this player may be expelled from the game.



VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Scorekeeper Responsibilities:

(Sample score sheet on next page)

Record Goals:

- Record the number of the player who scored, the team, the goal as 1 or 2 to indicate the half, and the time remaining in the period.
 - If a team puts the ball into its own goal, it is still credited to the opposing team as a "team" goal.

Record Assists (if you catch them – just do your best):

- Can record an assist if a player makes a direct pass to a teammate who then scores a goal without having to dodge or evade an opponent other than the goalie.
- Record assists after the scored goal, by including the number of the player in the Assist (A) column.
- Only one assist is awarded on any goal. Many goals are unassisted.

Signaling of Penalty:

- Official will signal the team, player number and type of foul.
- **(T) Technical Fouls:** A "T" formed with the arms indicates a 30-second technical foul.
- **(P) Personal Fouls:** Holding 1, 2, or 3 fingers overhead indicates the number of minutes for a personal foul (or the referee might just yell out the time).
- Hands clapped over head is a non-releasable penalty (NR).

Recording of Penalties:

- Penalties will be assessed at a 150% of the norm. For example, a 30 second penalty may be reported by the ref and recorded on the timesheet, but the penalized player serves 45 seconds.
- Record the following: Player's name, team color or name, number, type of penalty (technical or personal), the penalty length, the clock time remaining when the penalty occurred, whether it is a non-releasable penalty (NR), and the amount of time to serve (1.5x the penalty length).
- All penalties will be assessed at a 150% of what the ref indicates. For example, a 30 second penalty will be reported by the ref and recorded on the score sheet as 30 seconds under the column (Seconds/Minutes per ref). But, the penalized player serves 45 seconds, which is recorded under (Time Served 1.5x).
- The third or fourth tie breaker for Varsity games is going to be the fewest penalty minutes assessed (for both technical and personal). Therefore, it is critical to keep track of penalty assessed and the total time of the penalty.

Miscellaneous:

- Record any other incidents during the game worth noting.



VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Sample Score Sheet

Bullrush Scoresheet Date _____ Start Time: _____ Field: _____

	Team Name	1st	2nd	Final	Timeouts	OT	Game Director Name: _____
Home	Kenosha (K)	0	2	2	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	Timer Name: _____
Visitor	Verona (V)	3	1	4	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	Scorekeeper Name: _____
							Scorekeeper Signature _____

GOALS

Player #	Team Name	Goal (Period)	Assist (A)	Clock time at Goal
6	V	1		23:30
23	V	1	28	16:44
6	V	1		10:13
46	K	2	11	10:25
25	V	2		7:00
67	K	2	52	2:20

PENALTIES

Player #	Team Name	Type (T/P)	Secs/Min (per Ref)	Clock time at Penalty	Time Served 1.5x
6	V	T	30	19:30	45
5	V	P	1:00	4:33	1:30
92	A	T	30	24:30	45
21	V	P	1:00	11:20	1:30

Things to Note:

- Record the clock time at the time of a goal or penalty as best you can, since it is a running clock.
- There are only two periods, so Goals will be recorded as 1 or 2 to represent the period in which it occurred. Draw a line between the two halves (see next page for sample).
- If there is an Assist, record that player's # in the Assist (A) column.
- For penalties, the most common penalties will be a technical foul (T) for 30 seconds, signaled by a "T" formed with arms, or personal foul (P) for 1 minute. Personal fouls can be longer in length. Personal fouls are signaled by holding 1, 2, or 3 fingers over the overhead (or the referee might just yell out the time).
 - **(T) Technical Fouls:** For informational purposes only, technical fouls are fouls that cause an unfair advantage, such as interference, holding, offsides, pushing, illegal offensive screening, stalling, warding off.
 - **(P) Personal Fouls:** For informational purposes only, personal fouls tend to present a safety issue, such as illegal body checking, slashing, cross-checking, tripping, unnecessary roughness, unsportsmanlike conduct, and the use of an illegal crosse or other illegal equipment.
- The time served in the penalty box, for all penalties, is 1.5 times the penalty time announced by the ref.
- If you have questions, ask one of the volunteers for assistance.



Technical Foul



Personal Foul



Non-Releaseable Foul



VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Saturday Field Assignments



VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015

VOLUNTEER GUIDE

Sunday Field Assignments





VERONA BULLRUSH JAMBOREE
May 16 & 17, 2015



VOLUNTEER GUIDE

Bullrush Contact List

Brendon O'Shea – Tournament Director

Cell Phone: 608-332-0002

E-Mail: brendon.t.oshea@gmail.com

Ron Romens

Cell Phone: 608-347-8781

E-Mail: ron@crs4rec.com

Jonathan Edwards

Cell Phone: 608-698-4887

E-Mail: lobopapa@gmail.com

Paul Schultz

Cell Phone: 608-206-3789

E-Mail: wildcatff@gmail.com

See Varsity Field Concessions Stand (Field 1) as well