

# **Booth Assignment Information**

## **'Iolani Fair 2023**

### **GENERAL INFORMATION**

#### **Manpower Shifts:**

- Grade levels will be assigned various shifts at booths
- To sign up for a shift you will be able to use our online manpower signups which will open in the Fall.
  - Please look for an email from the Fair Office for more information.
- Most shifts occur on the two days of the Fair. However, some booths will have pre and post-Fair workshops/shifts. Shift times for the days of the Fair are:
  - 11:30 am - 2:30 pm
  - 2:30 pm - 5:30 pm
  - 5:30 pm - 8:00 pm
  - 8:00 pm - 10:30 pm

#### **Chair & Shadow Positions:**

- Each booth will have a chair and shadow assigned to oversee the setup, operation and breakdown of their booth. The chair will take the lead in these areas and the shadow will assist and learn how the booth operates.
  - A shadow will come from the grade level below the chair.
  - During your shadow year you will observe and assist with the setup and breakdown of your booth as well as observing the operation of the booth during the Fair.
- Beside each booth name, you will see a number, which represents the recommended number of chairs.
- For details regarding a specific booth, please refer to our booth information sheet toward the end of this document.

#### **Committee Positions**

- Certain areas of the Fair will need additional assistance through committees.
- A committees' role is to assist our Division Chairs with their respective division.
- Tasks may include booth setup and breakdown, stocking areas, and decorating.
- Beside each committee name, you will see a number, which represents the recommended number of chairs.

*Below and on the following pages are brief descriptions of the booths and chair/shadow positions for each area.*

### **Food Division**

#### **Gourmet Drinks & Desserts**

Chairs will work with the Fair Office and Food Division Chairs to determine a menu for the booth. Duties include: Compiling ingredient and supply lists, working with Food Division to determine prep schedule, keeping an inventory of ingredients/products/supplies, informing Fair Office if running low on any items, and overseeing the shift workers.

#### **Gourmet**

Workers will staff booth and assist with plating and serving gourmet food booth items.

#### **Malasada Booth**

Operated by the Junior Class Malasada Chairs, who oversee all aspects of the booth such as determining quantities, prepping ingredients, running of the booth and clean up.

#### **Food Booth Workshops**

Prior to the Fair we will hold food prep workshops in the kitchen/Student Center.

#### **Food Runner**

Workers will drive golf carts from food storage to booths/Student Center. Must hold a valid drivers license.

## Games Division

### Games Operations Committee

The committee's main role will be:

- Assist Game booth chairs/shadows with setup and repair of game booths (Weekend prior to the Fair)
- On call during the Fair to help troubleshoot problems with game booths
- Assist with breakdown/storage of game booths (Saturday night following the conclusion of the Fair)
- Notes:
  - Experience in carpentry and other handy work not necessary, but is helpful.

We also ask that those who sign up for this year consider staying on as it helps to have experienced committee members working on the game booths.

*Contact the Fair Office if you are interested in being part of the Games Ops Committee*

### Game Booths

Game booth chairs will oversee the operation of their booth over the two days of the Fair along with working with our Games Operations Committee to setup and breakdown their booth including game pieces and booth framework. Chairs are also tasked with decorating their booth according to the Fair theme.

<b>Air Ball</b>	Use a ball to knock a suspended ball down. Win a prize depending on the number of beach balls you knock down.
<b>Bank Shot</b>	Bank the ball in the colored hole to win
<b>Basketball</b>	Shoot a ball into the hoop to win.
<b>Mini Basketball</b>	A mini version for the younger basketball stars.
<b>Break the Plate</b>	Throw a ball to break the plate.
<b>Dragon Treasure</b>	Play a pachinko style machine, win a prize depending on the number of balls you catch.
<b>Fat Cat Baseball</b>	Throw softballs to knock down the "fat cats".
<b>Fishing Pole Challenge</b>	Use a fishing pole to catch fishes swimming in the "pond".
<b>Frog Bog</b>	Use a rubber mallet to launch the frog onto a lily pad "floating" in the water.
<b>Mini Frog Bog</b>	Mini version of the Frog Bog game...same amount of fun!
<b>Pepsi Ring Toss</b>	Ring a bottle of Pepsi and win.
<b>Ping Pong Toss</b>	Toss ping pong balls into marked bowls floating in the water.
<b>Pringles Toss</b>	Ring a can of Pringles and win.
<b>Roll A Ball</b>	Roll the bowling ball over the hump and have it stay there to win.
<b>String Pull</b>	Pull the strings, match the colors to win.
<b>Trading Post</b>	Booth where you can redeem coupons for prizes
<b>Wiffle Ball Toss</b>	Toss the wiffle ball into the colored rings.

**The General Store Division**  
*(Formerly called The Marketplace)*

Sweets & Treats *(formerly The Galley/General Store)*

This booth sells various baked goods, jams/jellies, and other food items. It is the task of the Chair to determine what items to make and sell. The Chairs are also responsible for compiling all ingredients and submitting their requests to the Fair Office for ordering.

Logo

Booth selling 'Iolani Fair logo items along with exclusive 'Iolani branded items only found at the Fair. Items range from tote bags, shirts, and other clothing items. The Chairs work with the Fair Office to determine items and quantities to purchase.

Plants

The Booth offers plants, flowers, and other greenery, with most of it being donated. The Chairs oversee the solicitation process with the help of the Fair Office. They help to determine the solicitation list, revise the letters, and make follow up calls to vendors and donors. They are also tasked with working with the donors to determine the pricing of the items.

Quilters

This group meets throughout the year making quilts and other crafts. While not open to sign up as part of our regular manpower signups, if you are interested in taking part of this group please contact the Fair Office.

Will Call

This booth allows fairgoers to store bags, purchases and other large items for a nominal fee. Fees depend on the size and quantity of the items.

**Keiki Kountry Division**

Keiki Kountry Committee

The committee will assist the Keiki Kountry Division Chairs with setup, operation and breakdown of the games and other activities within this division. Committee members will also assist with stocking booths with prizes, equipment, and supplies.

<b>Bean Bag Toss</b>	Toss a bean bag in the hole to win.
<b>Knock the Cans</b>	Knock over as many cans as you can.
<b>Bushel Toss</b>	Toss the fruit and veggies into the baskets.
<b>Garden Dig</b>	Harvest fruits and vegetables but not the bugs and worms.
<b>Horse Wrangler</b>	Round up the horses.
<b>Go Fish</b>	Throw your line in the pond to catch a surprise.
<b>Art Activity</b>	A selection of art activities for our younger fairgoers.
<b>Snack Station</b>	Snack booth serving popcorn, musubi, and drinks.

## **Misc.**

### Manpower

The chair will work with the Fair Office to oversee the online manpower signups, distribute signup information to individual booth chairs, and input student manpower signups.

### Auction

The chairs will help solicit donors, picking up and packaging items, along with helping to input and maintain items in the online auction system. They will also oversee the setup/breakdown and decoration of Seto Hall. The Auction Committee will assist Auction Chairs with packaging, follow up calls to donors, and setup/breakdown and decorations.

### Booth Setup/Breakdown

Pre and Post-Fair workshop to setup/breakdown food booths and tents.

### Fair Office

Assisting in the Fair Office during the week of the Fair.

### Pre-Fair Driver

Assisting with pickups of equipment, ingredients and supplies during the week of the Fair. We recommend that volunteers have a larger vehicle or be comfortable driving a flatbed or box truck.

Adult Assignments by Grade Level

<p align="center"><b>Kindergarten</b></p> <p><b>Chair Positions</b></p> <ul style="list-style-type: none"> <li>• Go Fish (2)</li> </ul> <p><b>Committee Positions</b></p> <ul style="list-style-type: none"> <li>• Keiki Kountry (4)</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Go Fish</li> <li>• Keiki Kountry - Art Activity</li> <li>• Keiki Kountry - Games</li> <li>• Keiki Kountry - Snack Station</li> </ul>	<p align="center"><b>1st Grade</b></p> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Gourmet</li> </ul>
<p align="center"><b>2nd Grade</b></p> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Air Ball</li> <li>• Dragon Treasure</li> <li>• Pepsi Ring Toss</li> </ul>	<p align="center"><b>3rd Grade</b></p> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Break the Plate</li> <li>• Ping Pong Toss</li> <li>• Pringles</li> </ul>
<p align="center"><b>4th Grade</b></p> <p><b>Shadow Positions</b></p> <ul style="list-style-type: none"> <li>• Auction (4)</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Fishing Pole Challenge</li> <li>• Mini Basketball</li> <li>• Roll A Ball &amp; String Pull</li> </ul>	<p align="center"><b>5th Grade</b></p> <p><b>Chair Positions</b></p> <ul style="list-style-type: none"> <li>• <del>Auction (4)</del> - FILLED</li> </ul> <p><b>Committee Positions</b></p> <ul style="list-style-type: none"> <li>• Auction (4)</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Auction</li> <li>• Bank Shot</li> <li>• Frog Bog</li> <li>• Mini Frog Bog</li> </ul>
<p align="center"><b>6th Grade</b></p> <p><b>Shadow Positions</b></p> <ul style="list-style-type: none"> <li>• Logo (2)</li> <li>• Plants (2)</li> <li>• Will Call (2)</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Fat Cat Baseball</li> <li>• Wiffle Ball</li> </ul>	<p align="center"><b>7th Grade</b></p> <p><b>Chair Positions</b></p> <ul style="list-style-type: none"> <li>• <del>Logo (2)</del> - FILLED</li> <li>• <del>Plants (2)</del> - FILLED</li> <li>• <del>Will Call (2)</del> - FILLED</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Logo</li> <li>• Plants</li> <li>• Will Call</li> </ul>
<p align="center"><b>8th Grade</b></p> <p><b>Shadow Positions</b></p> <ul style="list-style-type: none"> <li>• General Store (4)</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Food Inventory</li> <li>• Basketball</li> <li>• Trading Post</li> </ul>	<p align="center"><b>9th Grade</b></p> <p><b>Chair Positions</b></p> <ul style="list-style-type: none"> <li>• <del>General Store (4)</del> - FILLED</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• General Store</li> </ul>

Continued on next page

## 10th Grade

### Shadow Positions

- Air Ball (3)
- Dragon Treasure (3)
- Pepsi Ring Toss (4)
- Break the Plate (3)
- Ping Pong Toss (4)
- Pringles (4)
- Fishing Pole Challenge (3)
- Mini Basketball (3)
- Roll A Ball & String Pull (3)
- Bank Shot (3)
- Frog Bog(4)
- Mini Frog Bog (3)
- Fat Cat Baseball (3)
- Basketball (3)
- Trading Post (4)
- Manpower (2)
- Overall Fair (4)
- Gourmet Drinks & Desserts (4)
- Malasada (4)
  - Additional Malasada Committee chosen by Malasada Shadows

### Manpower Shifts

- Food Booth Workshops

## 11th Grade

### Chair Positions

- Roll A Ball & String Pull (3)
- Air Ball (3) - Partially Filled
- Dragon Treasure (3) - Partially Filled
- Mini Frog Bog (3) - Partially Filled
- Fat Cat Baseball (3) - Partially Filled
- ~~Pepsi Ring Toss (4)~~ - Filled
- ~~Break the Plate (3)~~ - Filled
- ~~Ping Pong Toss (4)~~ - Filled
- ~~Pringles (4)~~ - Filled
- ~~Fishing Pole Challenge (3)~~ - Filled
- ~~Mini Basketball (3)~~ - Filled
- ~~Bank Shot (3)~~ - Filled
- ~~Frog Bog (4)~~ - Filled
- ~~Basketball (3)~~ - Filled
- ~~Trading Post (4)~~ - Filled
- ~~Manpower (2)~~ - Filled
- ~~Overall Fair (4)~~ - Filled
- ~~Gourmet Drinks & Desserts (4)~~ - Filled
- ~~Malasada (4)~~ - Filled

### Committee Positions

- Malasada (4 - 6)

### Booth Assignments

- Gourmet Drinks & Desserts
- Malasada

## 12th Grade

### Manpower Shifts

- Food Runner

## OPEN TO ALL GRADE LEVELS

### Committee Positions

- Games Committee

### Manpower Shifts

- Turkey & Gumbo
- Setup & Breakdown
- Fair Office
- Pre-Fair Driver Pickups

**Student Assignments by Grade Level**

<p align="center"><b>4th Grade</b></p> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Fishing Pole Challenge</li> <li>• Mini Basketball</li> <li>• Roll A Ball &amp; String Pull</li> </ul>	<p align="center"><b>5th Grade</b></p> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Bank Shot</li> <li>• Frog Bog</li> <li>• Mini Frog Bog</li> </ul>	<p align="center"><b>6th Grade</b></p> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Fat Cat Baseball</li> <li>• Go Fish</li> <li>• Keiki Kountry - Games</li> </ul>
<p align="center"><b>7th Grade</b></p> <p><b>Chair Positions</b></p> <ul style="list-style-type: none"> <li>• Logo</li> <li>• Plants</li> <li>• Will Call</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Logo</li> <li>• Plants</li> <li>• Will Call</li> <li>• Pepsi Ring Toss</li> <li>• Ping Pong Toss</li> </ul>	<p align="center"><b>8th Grade</b></p> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Air Ball</li> <li>• Basketball</li> <li>• Pringles</li> <li>• Trading Post</li> <li>• Keiki Kountry - Art Activity</li> </ul>	<p align="center"><b>9th Grade</b></p> <p><b>Chair Positions</b></p> <ul style="list-style-type: none"> <li>• General Store</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• General Store</li> <li>• Break the Plate</li> </ul>
<p align="center"><b>10th Grade</b></p> <p><b>Shadow Positions</b></p> <ul style="list-style-type: none"> <li>• Pepsi Ring Toss</li> <li>• Ping Pong Toss</li> <li>• Air Ball</li> <li>• Basketball</li> <li>• Pringles</li> <li>• Trading Post</li> <li>• Break the Plate</li> <li>• Wiffle Ball</li> <li>• Gourmet Drinks &amp; Desserts</li> <li>• Malasada</li> <li>• Frog Bog</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Auction</li> <li>• BBQ</li> <li>• Fries</li> <li>• Noodles</li> <li>• Fishing Pole Challenge</li> <li>• Mini Basketball</li> <li>• Wiffle Ball</li> </ul>	<p align="center"><b>11th Grade</b></p> <p><b>Chair Positions</b></p> <ul style="list-style-type: none"> <li>• Pepsi Ring Toss</li> <li>• Ping Pong Toss</li> <li>• Air Ball</li> <li>• Basketball</li> <li>• Pringles</li> <li>• Trading Post</li> <li>• Break the Plate</li> <li>• Wiffle Ball</li> <li>• Gourmet Drinks &amp; Desserts</li> <li>• Malasada</li> <li>• Frog Bog</li> </ul> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Malasada</li> <li>• Gourmet Drinks &amp; Desserts</li> </ul>	<p align="center"><b>12th Grade</b></p> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Food Runner</li> <li>• Gourmet</li> <li>• Bank Shot</li> <li>• Fat Cat Baseball</li> <li>• Frog Bog</li> <li>• Mini Frog Bog</li> <li>• Roll A Ball &amp; String Pull</li> <li>• Go Fish</li> <li>• Keiki Kountry - Games</li> </ul>
<p align="center"><b>12th Grade</b></p> <p><b>Manpower Shifts</b></p> <ul style="list-style-type: none"> <li>• Video Arcade</li> <li>• Food Booths</li> <li>• Food Prep</li> <li>• Turkey &amp; Gumbo</li> <li>• Setup/Breakdown</li> </ul>	<p>Signup Dates</p> <ul style="list-style-type: none"> <li>• Student signups will begin in March. Details will be shared with the students in the spring.</li> </ul> <p>Lower School Shifts</p> <ul style="list-style-type: none"> <li>• 2-hours each             <ul style="list-style-type: none"> <li>○ 11:30 - 1:30, 1:30 - 3:30, 3:30 - 5:30</li> </ul> </li> </ul>	