

**Los Angeles Department of Water and Power
Science Bowl Volunteer
Frequently Asked Questions (FAQs)**

Science Bowl Events (Scrimmage and Regional Competition)

1. **Question:** What are the different ways I can volunteer for the LADWP Science Bowl?

Answer: The LADWP Science Bowl needs Scorekeepers, Timekeepers, and Moderators at the Scrimmage event. In addition to the three volunteer types, Runners and Hands-on Competition Monitors are needed at the Regional event. Below are the duties and requirements of each volunteer assignment:

Scorekeeper – Keeps match scores and assists Moderator in monitoring the room during each match. Must be 15 years of age or older.

Timekeeper – Keeps match time and checks scratch papers from teams after each match. Must be 16 years of age or older.

Moderator – Enforces rules of the game and reads questions to teams. Science/engineering/math background is preferred.

Runner – Picks up score sheet after each match and takes it to Science Bowl Central on the A-Level. Must be middle school age or older.

Hands-on Competition (HOC) Monitor – Assists HOC Coordinator in enforcing HOC rules and follows volunteer instructions from the HOC Coordinator. Must be middle school age or older.

2. **Question:** This is my first time volunteering as a Scorekeeper or a Timekeeper. If I participated in the Scrimmage event, will that count toward my hours of practice?

Answer: Yes, however, to ensure that the Regional Competition runs smoothly, we encourage new volunteers to attend practice sessions before each event (Scrimmage and Regional Competition), and if we have enough returning volunteers, we will try to pair a new volunteer with a volunteer-trainer during the Regional Competition.

3. **Question:** This is my first time volunteering and I would like to be a Moderator. What is needed to do that?

Answer: New Moderators will need to attend as many practice sessions as possible to ensure they become familiar with the competition rules. More importantly, new Moderators will be assessed and must be approved by the Science Bowl Moderator Trainer and/or the Science Bowl Chair prior to each event.

4. **Question:** This is my first time volunteering for the LADWP Science Bowl but I have previously volunteered in another state's Science Bowl. Why do I need to attend training if I want to volunteer as a Scorekeeper, Timekeeper, or Moderator?

Answer: Attending at least one practice session will allow new volunteers to be familiar with the competition rules (new changes are made annually at the national level). If you feel that you're already familiar with the competition rules, we encourage new volunteers, especially Moderators, to attend the Scrimmage event. Please note that new Moderators must be assessed and approved by the Science Bowl Moderator Trainer and/or the Science Bowl Chair prior to each event.

5. **Question:** This is my first time volunteering and I want to be a Runner or a Hands-on Competition (HOC) Monitor at the Regional Competition. Do I need to attend a practice session?

Answer: Runners and HOC Monitors do not need to attend any practice sessions.

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6. **Question:** Will practice sessions be held for each event? If so, when and where?

Answer: Practice sessions are held at the LADWP John Ferraro Building (111 N. Hope Street, Los Angeles, CA 90012) a few weeks prior to each event. An email with the practice schedule, dates and location(s) of the practice sessions, will be emailed to all registered volunteers. Onsite parking for non-LADWP volunteers is available upon request at the LADWP Customer Lot (No. 6) near the corner of Hope and Temple Streets. Volunteers requiring parking will need to send an email to ScienceBowlVolunteers@ladwp.com at least two (2) days before each practice session they plan to attend. The email request needs to include the volunteer's name, vehicle make/model, and license plate number.

Please note: Proof of COVID vaccination or negative test results within three days may be required for non-LADWP employees to enter the building.

7. **Question:** How will I know if I am scheduled to work the Science Bowl event(s)?

Answer: Volunteers will receive a confirmation email from the Science Bowl Volunteer Coordinator a week before the event with final event information and confirmed volunteer assignments.

8. **Question:** My child is in high school and needs volunteer hours. Will you sign a form or provide proof of volunteer hours?

Answer: Yes, all volunteers who indicated on the Science Bowl Volunteer Online Form that they need a Community Service Credit Letter will be provided with one during the check-in process on the day of the event(s). At the end of the assigned volunteer shift, volunteers should ask the Moderator in their assigned room to complete and sign the Science Bowl Community Service Credit Letter or the respective High School Volunteer Hours Form if they brought their own.

9. **Question:** Do you provide food and/or water for volunteers at the events?

Answer: For the Scrimmage event, LADWP will provide continental breakfast. For the Regional Competition, LADWP will provide continental breakfast and lunch. LADWP encourages everyone to bring a personal water bottle. There are drinking fountains throughout the building for refills.

10. **Question:** Where do I park during the Scrimmage and Regional Competition events?

Answer: Volunteers can park at the John Ferraro Building (JFB) Customer Lot on Hope Street near the corner of Temple Street (111 N. Hope Street, Los Angeles CA 90012). If you are an active LADWP employee with parking lot access at the JFB, please enter through Lot 1 or Lot 2 gates on 1st Street. There will be signs directing visitors where to park the morning of the events.

11. **Question:** My child is under 12, why can't I bring them so they can volunteer as long as I am with them?

Answer: LADWP prefers high school student and adult volunteers due to general safety concerns. However, an exemption is allowed if an adult volunteer is with a younger volunteer, preferably junior high school students, at all times.

12. **Question:** I am a new employee at LADWP and would like to participate. Do I get overtime pay on this day?

Answer: These events are strictly on a volunteer basis and all volunteers participate using their own personal time. No overtime is paid to Science Bowl volunteers.

13. **Question:** In the event that something comes up on the day of or the day before the Scrimmage and/or Regional Competition events and I am unable to volunteer, who can I call?

Answer: If you have an emergency situation and will not be available to volunteer for the event(s), please contact Lizette Cotangco, Science Bowl Volunteer Coordinator, at (213) 804-9324.

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14. **Question:** How should I dress for the event?

Answer: There is no required dress code. Please wear something comfortable (jeans and a shirt/blouse are acceptable).

15. **Question:** What can I expect on the day of the event?

Answer: There are two Science Bowl events: the Scrimmage and the Regional Competition.

Scrimmage (Moderator, Scorekeeper, Timekeeper volunteers needed):

7:30 a.m. – Check-in at Science Bowl Central (A-Level by the Auditorium). Volunteers will be given a volunteer assignment slip that will include their designated job and room assignment. NOTE: Breakfast is available inside the Cafeteria.

8:00 a.m. – Moderators will need to report to the Auditorium foyer on the A-Level for a moderator briefing with the Science Bowl Chair.

8:30 a.m. – Scrimmage event starts

11:30 a.m. – Scrimmage event normally ends

Regional Competition (Moderator, Scorekeeper, Timekeeper, Runner, HOC volunteers needed):

7:30 a.m. – Check in at Science Bowl Central (A-Level by the Auditorium). Volunteers will be given a volunteer assignment slip that will include their designated job and room assignment. NOTE: For all-day volunteers, they may have a different room assignment for the morning and the afternoon shifts. Breakfast is available in the cafeteria.

8:00 a.m. – Moderators will need to report to the Auditorium foyer on the A-Level for a Moderator briefing with the Science Bowl Chair.

8:30 a.m. to 12:00 p.m. – Round Robin matches start. Go to morning room assignment as indicated on the volunteer assignment slip 15 minutes before start time to get acquainted with fellow room volunteer officials.

12:00 p.m. – Volunteers who are only registered to assist during the afternoon shift will need to check in at Science Bowl Central (A-Level by the Auditorium) to get their assignment. NOTE: All-day volunteers who already checked in at 7:30 a.m. do not need to check in again. The afternoon room assignment is indicated on the volunteer assignment slip.

12:00 p.m. to 12:30 p.m. – Lunch in the Cafeteria. Please use the lunch voucher/ticket placed inside of your name tag holder provided at check-in.

12:30 p.m. – HOC volunteers need to meet with the HOC Coordinator somewhere in the A-Level parking lot.

12:30 to 4:30 p.m. – Elimination matches start. Go to the afternoon room assignment as indicated on your volunteer assignment slip.

4:30 p.m. – Final rounds and award ceremony held in the Auditorium.

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Science Bowl Volunteer Online Form

1. **Question:** I'm a returning volunteer, do I need to submit a Science Bowl Volunteer Online Form again?

Answer: All volunteers, returning and new, will need to submit the Science Bowl Volunteer Online Form every year to confirm availability and job preference. The Science Bowl Coordinator will send a notification by email when online sign-ups open for the events.

2. **Question:** I filled out and submitted the Science Bowl Volunteer Online Form, what happens next?

Answer: Once a volunteer submits a Science Bowl Volunteer Online Form, they will receive an email acknowledgement requesting that they verify their email address as the last step of submission. Volunteers must confirm their email address to complete the volunteer registration process. Volunteers will be provided with an email response within two (2) business days confirming receipt of the form, being added to the list of volunteers for the event(s), and their preferred assignment. The Science Bowl Volunteer Coordinator makes every effort to match the needs of the event(s) with the preferences of the volunteers. Due to operational needs, volunteers are sometimes asked ahead of time to assist in a volunteer assignment that needs to be filled and which might not be their top preference assignment. Volunteers will receive a confirmation email from the Science Bowl Volunteer Coordinator a week before the event with final event information and confirmed volunteer assignments.

3. **Question:** How can I change my availability, preference, or other volunteer information after my Science Bowl Volunteer Online Form has been submitted?

Answer: Please submit an email to ScienceBowlVolunteers@ladwp.com with the new information.

4. **Question:** What do I do if I am having other problems with the online system?

Answer: Please email the Science Bowl Volunteer Coordinator at ScienceBowlVolunteers@ladwp.com if you're experiencing problems with the online system.