

Job descriptions

President of Robot Operations:

You are tasked with overseeing the following subteams: Build, Chassis, Prototyping, Electronics, Programming, CAD/Animation, and Pit/Safety. You must be present almost every day, however it is completely understandable that 100% attendance is impractical to ask of you. You need to have a general to advanced knowledge of each subteam and how they work. You must know the components of the robot and assist in the integration of subteams. Along with that, you should hold lead meetings during build season and assist the President of Business Operations with any conflicts they may have as well as communicate with both school and sponsoring mentors effectively and respectfully. Lastly, you must run the initial brainstorming event after kickoff, keep updated with the Team Updates and Q&A system of the FIRST website, complete a CAW (Cost Accounting Worksheet) for the robot for competitions, as well as make sure our inventory of parts and materials are always up to date.

President of Business Operations:

You are tasked with overseeing the following subteams: Fundraising and Outreach, Graphics, and Media. You must be present almost every day, however it is completely understandable that 100% attendance is impractical to ask of you. You need to have a general to advanced knowledge of each subteam and how they work. Along with that, you should assist the President of Robot Operations with any conflicts they may have as well as communicate with both school and sponsoring mentors effectively and respectfully. You will be in charge of CDR slides, applying for various FIRST awards (i.e. Dean's List, Chairman's Award, notifying members of scholarships, etc.) as well as paperwork for membership as well as working with the team advisors in all business aspects of the team.

Fundraising and Outreach Lead:

You are tasked with the important job of funding our team. Fundraisers you will be doing include the annual script sales, food nights, and pen sales. Outreach you will be doing includes 8th grade parent night, freshmen orientation, and various fairs at the sending districts. It is your job to increase our funds and ensure that we are going in a positive direction. All fundraisers must be board approved first and should be started before build season. In regards of outreach, you should look for more opportunities to get our name known and work with the Media Lead(s) to ensure that everything is being spread. You will also be working closely with the President of Business Operations.

Build Lead:

You are tasked with overseeing the following subteams: Chassis and Prototyping. Before season you will be teaching your members general knowledge about tools and skills of building. As Build Lead you are in charge of overseeing the entire build process during build season. You drive the schedule during build season and need to be on top of everything to ensure efficiency. The Build Lead is responsible to see that the team meets its GHANT Chart schedule and expectations. Your job is not to build the robot yourself but to delegate tasks to general members and teach them as well as guide them in their building. You are allowed to build mechanisms however you also must ensure that your members are engaged and having a good time. It is your job to inform the President of Robot Operations if there are any parts, materials, or tools you need. Lastly, you must communicate with other leads for the building of the robot to ensure everyone is on the same page. One lead of your subteam must be present every day of the build season and you must tell an advisor if you will not be present at a meeting.

Chassis Lead:

Before season you will be teaching your members general knowledge about tools and skills of building. You drive the schedule during build season and need to be on top of everything to ensure efficiency as nothing else can be finalized until the chassis is complete. The Chassis Lead is responsible to see that the team meets its GHANT Chart schedule and expectations. You must design the entire chassis on CAD first and be present when using the CNC machine to mill any holes or inserts. Your job is not to build the entire chassis yourself but to delegate some tasks to general members and teach them as well as guide them in their building. It is your job to inform the President of Robot Operations if there are any parts, materials, or tools you need. Lastly, you must communicate with other leads for the building of the robot to ensure everyone is on the same page. One lead of your subteam must be present every day of the build season and you must tell an advisor if you will not be present at a meeting.

Prototyping Lead:

Before season you will be teaching your members general knowledge about tools and skills of building. You drive the schedule during build season and need to be on top of everything to ensure efficiency such that prototypes are completed at a reasonable time. The Prototyping Lead is responsible to see that the team meets its GHANT Chart schedule and expectations. You are also in charge on making sure that all game pieces are designed for testing as well. Your job is not to build the every prototype yourself but to delegate some tasks to general members and teach them as well as guide them in their prototyping. It is your job to inform the President of Robot Operations if there are any parts, materials, or tools you need. Lastly, you must communicate with other leads for the building of the robot to ensure everyone is on the same page. One lead of your subteam must be present every day of the build season and you must tell an advisor if you will not be present at a meeting.

Electronics Lead:

Before season you will be teaching your members general knowledge about tools and wiring as well as specific electrical components from FIRST. During pre-season you MUST teach soldering and have the members make a test bed for the previous year's robot. When season begins, you will have a large amount of free time. That being said, one lead of your subteam must be present every day of the build season and you must tell an advisor if you will not be present at a meeting. When there are light workload days, you should send some of your members over to build so that they have something to do. Towards the end of the season you must be present frequently to help with integration of electronics onto the robot. It is your job to inform the President of Robot Operations if there are any parts, materials, or tools you need. Lastly, you must communicate with other leads for the building of the robot to ensure everyone is on the same page. The Electronics Lead is responsible to see that the team meets its GHANT Chart schedule and expectations. At competitions, there must be one lead present in the pits at all times.

Programming Lead:

Before season you will be teaching your members general knowledge about Java and general coding. During pre-season you MUST review last year's code and have the members write codes for various concepts including autonomous. When season begins, you will have a large amount of free time. That being said, one lead of your subteam must be present every day of the build season and you must tell an advisor if you will not be present at a meeting. Each member of the team should have access to write to the GitHub and it is encouraged that you delegate various parts of the code to do and upload. When there are light workload days, you should send some of your members over to build or any subteam that needs members so that they have something to do. Towards the end of the season you must be present frequently to help with flashing code onto the robot. The Programming Lead is responsible to see that the team meets its GHANT Chart schedule and expectations. It is your job to inform the President of Robot Operations if there are any parts, materials, or tools you need. Lastly, you must communicate with other leads for the building of the robot to ensure everyone is on the same page. At competitions, there must be one lead present in the pits at all times.

CAD/Animation Lead:

Before season you will be teaching your members general knowledge about Autodesk and design. During pre-season you MUST review last year's various CAD designs and have the members practice making various items on CAD. During the season you must have a working assembly of the field and game components. All prototypes will be drawn on CAD and each member should be assigned different prototypes and a final CAD drawing of the robot will be made for the website as well. Any crucial elements to the robot will have drawing sheets made for them and dimensioned for build or for CNC in which one lead should be present while an adult is using the CNC. The CAD/Animation Lead is responsible to see that the team meets its GHANT Chart schedule and expectations. Lastly, you must communicate with other leads for the building of the robot to ensure everyone is on the same page. One lead of your subteam must be present every day of the build season and you must tell an advisor if you will not be present at a meeting.

Graphics Lead:

Before season you will be teaching your members general knowledge about Adobe and general design and drawing. Before season you should make new designs for different ways to present our team's logo as well as complete the FIRST Safety Video. During season you will be working on buttons, side panels, and other components relevant to the game and theme. You are the face of our team and any way you can help represent us helps to make our presence more known. It is your job to inform the President of Robot Operations if there are any parts, materials, or tools you need. The Graphics Lead is responsible to see that the team meets its GHANT Chart schedule and expectations. Lastly, you must communicate with other leads for the building of the robot to ensure everyone is on the same page. One lead of your subteam must be present every day of the build season and you must tell an advisor if you will not be present at a meeting.

Media Lead:

You hold a unique job where you must work year round to ensure that the website and our social media platforms are up to date. Your job is to get our name out there as much as possible and shine a positive light on our team. One of your biggest tasks will also be to create our team video for CDR and to promote it with the school and work with RVTV to get the school to know who we are and what we do. Lastly, you must communicate with other leads for the building of the robot to ensure everyone is on the same page.

Pit/Safety Lead:

In order to hold this position, you should have a general knowledge of all parts and tools the various teams use so that you can help them find parts within the cage. Your main job is to both ensure safety on the team and maintain proper organization of the cage. While the cage will always have items thrown around and scattered, by organizing each day and being there at the end of the night to help clean and organize is a huge help towards efficiency for our team. You are allowed to build mechanisms when times are slow however you also must ensure that other members are engaged as well. It is your job to inform the President of Robot Operations if there are any parts, materials, or tools you need as you should be keeping a mental inventory of materials in the cage. One lead of your subteam must be present every day of the build season and you must tell an advisor if you will not be present at a meeting.