



Tournament Set Up - Field Crew – Job Description/Expectations Tournaments

Arrive at Pamela Park/Van Valkenburg Park at designated time determined by the Tournament Director.

Field Set Up: Get string, chalk boxes, batter box template and hammer from storage lockup.

You will need to take the rakes and field drags with you to prep the fields.

- **Pitching Mounds** - City places the pitching rubbers to start the day – Measure to make sure the distance is correct for the first game. There will be a laminated pitching mound schedule hanging on the fence of each field noting the pitching distance for each game. Correct if needed. The 43' mound/rubber is permanent and should never be moved.
- **Base Setup** – Bases should already be setup by Edina Parks and Rec. The orange/white double base is for first base (orange foul – white fair). Locate the base anchors for each base. The anchors should, but might not, be covered by a round rubber plug that may be slightly buried. When the base anchors are filled with dirt, clean them out. The bases simply plug in to the anchors.
- **Chalking Base Lines** - String and a spike should be available in the equipment box to use as a guide for laying down the base lines. Set the spike at the back corner of home plate, tie the string to the spike and follow the 45 degree angle along the backside of the plate to the outside of 3rd base (between the double bases at first base). The base line should be drawn all the way to the grass.
- **Chalking the Batter's Box** - Use the templates found in storage lock up or behind the backstop to mark two 3' X 7" batter's boxes. Press on the template so that it leaves a depression in the dirt that can be used as a chalking guide. Make sure to have template turned with "pitcher this way" arrow pointing toward pitcher.
- **Chalking the Pitcher's Circle** - the pitching circle can be marked by using the spike and string as a circle scribe. Place the spike behind the pitching rubber and measure an 8-foot radius. Chalk over the inscribed circle.
- **Temporary Fencing** - Set up temporary fencing on designated fields. Edina Park and Rec should have completed this. This is only for field 2 at Pamela (if using for games) the fences are already set at game distance. Van Valkenburg fields will all need temporary fences that Edina Park and Rec should have completed at the correct distance per age group.

Bring water and gloves and wear clothes you don't mind getting dirty!