

Job Descriptions

The following are job descriptions of the various volunteer opportunities. We will fill these on a first come first assignment basis. Choice will be given on availability, as follows:

Track & Field Volunteer Positions

Starting Line: This will involve helping officials begin each race. Volunteers will assist in lining up athletes for the beginning of the race and getting the next group ready to go.

Hipping tent: This location will be where the athletes receive their numbers for the race. Volunteers will help store athletes gear for pick up after the completion of the race. Volunteers will help seat the athletes in rows to get ready to go to the starting line for competition.

Pole Vault: This will require assisting officials with the pole vault competition.

High Jump: This will require assisting officials with the high jump competition.

Hammer/ Discuss: This will require helping officials with the hammer and discuss competitions.

Shot-Put: This will require helping officials with the shot-put competition.

Javelin: This will require helping officials with the javelin competition.

Long-Jump/ Triple-Jump: This will require helping officials with the long jump and triple jump competition.

Steeplechase: This will require helping officials with the steeplechase competition.

Warm- Up areas: Helping in the warm up areas will require assisting athletes and monitoring the warm up area as well as help in maintaining the area for debris and cleanliness.

Combined Events: This will require helping officials with the combined events.

Hurdle crew: This position will require some lifting and the ability to move hurdles on and off the track in high temperatures. Physical ability to perform in high temperatures is a requirement of this position.

Clerking Tent: Requirements to help in the clerking tent will entail helping officials check athletes in and walking with the athletes to the hipping area. Walking long distances will be a requirement of this position.

General Event Volunteer Positions

Meet administrative assistant: The assistant will be assigned for the day to USATF personnel in helping the meet administrators in various tasks. This will require a day long commitment.

Ticket Sellers: This will require ability to handle money and make change. Ticket sellers will be at the entrance of Korte Stadium selling tickets. We will be selling event tickets to the general public so some guest service skills are required.

Entrance Ticket Takers: Ticket takers will be required to monitor tickets to ensure the ticket purchased is the correct ticket for entrance to the event.

Credential Entrance Monitors: Credential monitors will be required to check paperwork on those wishing to enter the venue on a pass. Credentials will have to be checked before entrance into the designated area is allowed.

Program Sellers: Program Sellers will be required to handle money and make change. We will be selling USATF programs to the general public so some guest service skills are required.

Hospitality Assistants: The hospitality tent will be located at Korte Stadium. Hospitality assistants will refill and stock the hospitality room as well as serve beverages and maintain cleanliness of the facility.

Medical Support Volunteers: This will require assisting medical personnel with athlete care. Some medical background is preferred.

Media Support Volunteer: This will require assisting photographers, media personnel and other media support systems within the event.

Operational Event Volunteer Positions

Finish line: this will require the ability to lift coolers on and off trailers. This will be assisting athletes with beverages and ice packs upon completion of the race or competition.

Award area: This will require some logistical acumen to award champion athletes during the competition. The award tent will be located inside Korte Stadium.

Contestant entertainment: This will encompass a large area of contestant activities and supervision.

Packet Pick up/ Registration: Packet pick up will be located on the SIUE campus. This will start the day before actual competition on Monday June 24, 2013. This position will be indoors for those not able to stay in the heat.

Refreshments/ Ice: A large quantity of beverages and ice need to be distributed across the event campus. This will require the ability to lift ice and coolers and drive to designated locations within the campus.

Opening ceremonies: This will require parade marshals to help line up student athletes to walk in during the opening ceremonies parade as well as help seat athletes upon exiting the area after they are introduced during.

Athlete's Village: The athlete's village will be located in Korte Stadium and will require supervisors to ensure cleanliness as well as monitor activity.

Parking attendants: Parking attendants will check the credentials of those wishing to park in designated areas. This will require standing for long periods of time.

Please Note: No official or volunteer (except relay management) may participate in public testimonials, endorsements or promotion of any product, food or service or a sponsor, supplier or donor. Thank you for your consideration of these matters.

Volunteer Application Form
2013 USA Youth Outdoor Track & Field Championships
June 25-June 30, 2013
Korte Stadium, Southern Illinois University - Edwardsville

PART A. Please PRINT or TYPE all information - Application must be received on or before June 1, 2013

NAME: _____
First Middle Last

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____
(Enter 5 or 9 Digits)

Telephone: (_____) _____ Gender: Male _____ Female _____ Age _____

E-MAIL ADDRESS: _____
(A valid email address is required as most communications will be sent via email.)

PART B. Please indicate the category in which you would like to volunteer. Assignments will be made as registrations are received.

Track Events	General Event Volunteer Positions
Field Events	Operational Event Volunteer Positions
Registration/Package Pickup	Other: (Please Specify)

Note:
Please notate any physical limitations you may have so we can place you where you are most comfortable.
(Ex. Prosthetics, hip, knee or back problems, etc.)

Limitations: _____

Part C: Please indicate the days and shift for which you can work. I can work on:

Morning Shift: (8am-11am/ Report to volunteer tent at 7:30am)

Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday _____ Saturday _____ Sunday _____
June 24 June 25 June 26 June 27 June 28 June 29 June 30

Mid-Day Shift: (11am- 3 pm/ Report to volunteer tent at 10:30 am)

Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday _____ Saturday _____ Sunday _____
June 24 June 25 June 26 June 27 June 28 June 29 June 30

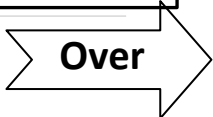
Afternoon Shift: (3pm- 6pm/ Report to volunteer tent at 2:30pm)

Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday _____ Saturday _____ Sunday _____
June 24 June 25 June 26 June 27 June 28 June 29 June 30

All Shifts: _____ (I am available any time for assignment)

A t-shirt will be provided for all volunteers working the event, please indicate your size:

My shirt size is ___S___M___L___XL___XXL___XXXL **Men's Women's** (circle one)



PART D. Please indicate any prior experience in track and field events in the space below:

Note: Prior experience is not required.

Experience

	Month/Year	Meet Location	Meet Name	Assignment
1.				
2.				

Waiver and Release of Liability:

I understand that as a volunteer, who participates in this championship I am expected to work all days indicated on this application, attend at least 1 volunteer meeting in and be responsible for my own costs incurred for transportation, housing, meals, uniform, and personal entertainment. I will receive no direct compensation or other benefits in my capacity as a volunteer for SIUE, the St. Louis Convention and Visitors Commission, the City of Edwardsville, USATF, USATF Ozark Association and the Local Organizing Committee hereinafter referred to as "the Parties".

I agree to not present myself to others as an employee of any or all of the Parties. I agree to and do hereby voluntarily assume any and all risks of bodily injury, including death and damage to my property arising out of me volunteering at the 2013 USA Youth Outdoor Track & Field Championships. I also hereby release and discharge the Parties and their respective officers, employees, agents and representatives from any and all actions, claims or liability for bodily injury or property damage caused by, arising from or in any way connected with the 2013 USA Youth Outdoors Track & Field Championships or related activities, excepting only such liability arising from the gross negligence of the Parties.

I have carefully read and fully understand the content of this agreement and authorization for release of information as needed for conduct of the meet and execute it freely and voluntarily. I am aware that this is a release of liability and a contract between the Parties and me. A facsimile copy or photocopy of this authorization shall be as valid as the original. I agree to abide by all regulations and requirements for participation as a support volunteer at said championships and hereby certify that all information contained on this acceptance form is true to the best of my knowledge. If emailed this document, a copy of this document with my e-mail address will constitute my acceptance and will have the same legal ramifications as my legal signature.

Signed: _____ Date: _____
Signature of the Applicant

Signed _____ Date: _____
Parent/Guardian (If Volunteer is Under 18 years of age)

Please return this fully completed application form no later than April 15, 2013

➤ **Updates and correspondence will be sent via e-mail**

Mailing Address:

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St. Louis, MO 63138

Volunteer Coordinator:

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