

# 2020 SCHOOL GAMES

## ROLE DESCRIPTION: TEAM ATTACHE

### DETAILS

Sport:	Various
Job title:	Team Attache
Reporting to:	Team Manager
Date/ times required:	Thursday 1 <sup>st</sup> September – Sunday 4 <sup>th</sup> September
Location:	Loughborough University

### **BACKGROUND AND JOB PURPOSE:**

The 2020 School Games is a multi-sport event for the UK's elite young athletes of school age and will run from 1<sup>st</sup> – 4<sup>th</sup> September 2022. Loughborough is proud to host the 2022 School Games for a fifth time and continue to build a legacy for the future. As a town that lives and breathes sport, Loughborough continues to strengthen its impressive reputation for world class sports facilities and hosting major sports events.

The 2022 School Games seeks to create an inspirational and motivational setting which not only provides our elite young sports people with the opportunity to thrive and perform at the highest levels, but also encourages more young people to participate and succeed in sport.

### **KEY RESPONSIBILITIES/ACCOUNTABILITIES:**

The School Games will recruit around 200 volunteers who will be deployed across each sporting venue. It is a fantastic opportunity to continue to develop the Loughborough opportunities for volunteers and particularly to inspire and encourage young people to get involved.

### **OVERALL ROLE:**

To work as part of a Volunteer Team reporting to the Team Manager.

### **RESPONSIBILITIES:**

The Team Attaches provide practical and/or administrative support to a Team Manager as required throughout the Games and is pivotal to ensuring every athlete has a high-quality experience. This role allows you to work closely with the team and offers a real insight into the operations of a multi-sport event.

As part of this role you can expect to:

- Make contact with the Team Manager at least two weeks prior to the 2022 School Games. This will allow you to gain more information about how best you can support the team.
- Meet the sport's Single Point of Contact (SPC) or Chef de Mission on arrivals day to help with the team's arrival at the Games
- Accompany the team as required throughout the event, this could include during training, competition and athlete down time

- Liaise with Games Services to access Games time information and pass this on to the Team Manager. This could relate to issues such as catering, transport and sport competition.

### **PERSON SPECIFICATION:**

This role would suit anyone looking for a hands-on, diverse role for the duration of the Games.

Please note this role will require you to use your own mobile phone for communication during the Games, and your contact number will be shared amongst the team, as the Team Manager sees appropriate.

- Be **18** years old or over at the 2022 School Games (August 31<sup>st</sup> 2022)
- Personable and approachable
- Have a confident manner
- Be able to work effectively with a team
- Be able to follow instructions
- Be adaptable
- Have completed the relevant checks and training in accordance with the 2020 School Games Safeguarding Plan. The Safeguarding plan and guidelines will be provided.
- Be young people focussed and able to effectively communicate with team managers, volunteers and Games Services Team members.

*This is not a definitive role description/person specification, more a guideline of the potential within the role*

As a volunteer you will receive School Games branded event kit, meals during your shifts and training for your role.

### **WHERE WILL YOU BE BASED?**

As you will be based with the team this could be anywhere, including competition venues, the Athletes Village and Games Services.

### **WHEN MAY YOU BE NEEDED?**

Team Attaches **MUST** be available for the duration of the event (Thursday 1<sup>st</sup> September – Sunday 4<sup>th</sup> September).