



2024 SCHOOL GAMES

ROLE DESCRIPTION: VENUE VOLUNTEER

DETAILS:

Sport:	Various
Job title:	Venue Volunteer
Reporting to:	Venue Volunteer Manager/Competition Manager/Single Point of Contact
Dates required:	Thursday 29 th August 2024 - Sunday 1 st September 2024
Location:	Loughborough University

BACKGROUND AND JOB PURPOSE:

The 2024 School Games is a multi-sport event for the UK's elite young athletes of school age and will run from 29th August – 1st September 2024. Loughborough University is proud to host the 2024 School Games for a sixth 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 2024 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 Venue Volunteer Manager, Competition Manager and Single Point of Contact for the sport, to ensure the smooth running of the event for athletes, officials, spectators and workforce.

RESPONSIBILITIES:

Throughout the event you could be asked to help with:

- Set up and de-rig of the venue, making sure it is ready for the start of competition each day.
- Supporting the Back of House (BOH) areas with making sure equipment and facilities are set up such as Volunteer Rooms and Officials Rooms.
- Supporting the Front of House (FOH) areas with assisting spectators around the venue, manning

the Information Desk which will sell tickets and programmes and keeping records of ticket sales and the float.

PERSON SPECIFICATION:

- Be **16** years old or over at the 2024 School Games (August 29th 2024)
- Personable and approachable
- Have a confident manner
- Be able to work effectively as part of a team
- Be able to follow instructions
- Be adaptable
- Have completed the relevant checks and training in accordance with the 2024 School Games Safeguarding Plan. The Safeguarding plan and guidelines will be provided prior to the event.
- Be young people focused and able to effectively communicate with team managers, volunteers, sport officials and spectators.

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.