

## SCHOOL GAMES NATIONAL FINALS 2026

### ROLE DESCRIPTION: VENUE VOLUNTEER



#### DETAILS:

Sport:	Multiple
Job title:	Venue Volunteer
Reporting to:	Venue Volunteer Manager, Volunteer Manager, Event and Sport Managers
Dates required:	Thursday 3 <sup>rd</sup> September 2026 - Sunday 6 <sup>th</sup> September 2026
Locations:	Loughborough University Alvaston Park BMX Track Donington Park

#### ROLE OVERVIEW:

To work as part of a Venue Volunteer Team to ensure the smooth running of the event and supporting visitors, athletes, spectators and the wider event workforce.

Venue volunteers will be allocated to a Venue Volunteer Manager who will be on hand to support you throughout the event. Volunteers will also be supported by and support the Volunteer Manager and relevant Competition and Sport Managers to deliver a successful event.

#### 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 Back of House (BOH) - making sure equipment and facilities are set up such as Volunteer and Officials Rooms.
- Supporting Front of House (FOH) - assisting spectators, welcoming and wayfinding around the venue, manning the Information Desk (checking and selling spectator tickets), supporting athletes.
- Supporting the sport during competition - ball patrol, controlling access and egress to competition areas.

This is not intended to be a definitive role description but to provide guidance on the types of tasks you may be asked to support with.

Roles and responsibilities will be allocated and specific briefing information provided at the start of each shift by your Venue Volunteer Manager. They will also work with you during your shift to move you to different positions allowing you and other volunteers to have breaks and take on different roles.



## PERSON SPECIFICATION:

- Be **16** years old or over on the 3<sup>rd</sup> of September 2026 (under 18s will need parent/guardian permission).
- Able to travel to and from the venue for each shift (accommodation is not available).
- Keen to help deliver a fantastic event.
- Have a friendly, personable, pro-active and approachable manner.
- Be a confident communicator.
- Able to work effectively as part of a team.
- Able to follow instructions.
- Be adaptable.
- You will need two satisfactory references and to have completed the relevant checks and pre-event training in accordance with the School Games National Finals 2026 Safeguarding Plan prior to the event. The safeguarding plan and guidelines along with a volunteer handbook will be provided to you in advance of the event.
- Previous sport or volunteering experience is not required, and you are not expected to be available for all four days. We ask volunteers to commit to a minimum of two, half day shifts and you will be allocated to sports and shifts depending on your availability.

Volunteers will receive event kit, a packed lunch during each shift and a souvenir thank-you gift. Depending on your availability and allocated shifts, you may also have the opportunity to watch parts of the event as a spectator if you wish.