



Volunteers

Mona Meron



What do we have until now



402 potential Volunteers

320 not from Berlin

28 different countries

14 Volunteering Fields

Coming on the 24.07.2015 (volunteering starts on 28.07)

Leaving on 05.08.2015

Possibility to volunteer half the time

Volunteering Fields



(1) Information Stands

During the games we will have Information Stands (at the Athletes` hotels, in the Olympic park and in the different sport facilities). Volunteers will provide the athletes, coaches, team managers, officials and guests with information about the **upcoming schedule** of the tournaments, **locations of each tournament**, **supporting program**, **transportation** and more. Information for the volunteer will be provided by the stands too (check in area, telephone numbers, directions, etc.).

Qualifications needed:

High level of English (additional foreign languages are an advantage), **good organization capabilities**, **patience**, **good spirit** and **friendliness**, sense of responsibility and the **capability to work alone**.

Volunteering Fields



(2) IT & Telecommunication

In charge of all **“live” results** of the tournaments (posting them, sharing them and more). An **IT & Telecommunication**

network will be established. Volunteers will provide the people in the office with all the results from the field so that the information can be passed on as quickly as possible to

all relevant stations. A few **young journalists will walk all around and report “live” from the field** (including taking pictures).

Qualifications needed:

team spirit, creativity

For the IT service - IT knowledge is necessary

For the journalists - background in journalism and/or photography, high level of English (additional foreign languages are an advantage),
knowledge in using social networks, sense of responsibility and capability to work alone

Volunteering Fields - continue



(3) Office, all around & Logistic

Office vol. will **assist with office duties** (such as coordinating the other volunteers- making phone calls, printing, helping etc.).

Vol. in this field will also be sent to other fields in cases **volunteers are missing and/or needed**. This includes also **logistics – volunteers** that are responsible for the smooth flow of all the deliveries, storage and different arrangements during the games.

Qualifications needed:

Multi-tasking, flexibility, capability to work alone and with different people, **basic knowledge of “Office”**. *logistics volunteers-* strong men/women.

(4) VIP

In charge of the visiting VIPs. Volunteers in this field will greet the guests, accompany them to the VIP area, distribute accreditation and **will be their contact person**. These volunteers will mainly work **at the opening ceremony and at the foreign ministry events**.

Qualifications needed:

Representative men and / or women, high level of German and English (additional foreign languages are an advantage).

Volunteering Fields - continue



(5) Transportation

Responsible for the transportation of the staff, VIPs, and delegations. Volunteers in this field will help **coordinating the transportation**, **accompany the delegations** on the shuttles, **monitor traffic** and some volunteers will also drive the VIPs and staff (if needed). These volunteers will need to become familiar with the transportation system, to know where each tournament is held and to know the updated schedule of the day in order to answer questions. This field will be working also during the evening events.

Qualifications needed:

Driving license, capability to work alone and **under time pressure**, command of German and English, flexibility, **ability to cope with changes**

(6) Tournament and games organization

All activities with a direct contact to the sport tournaments. **Each tournament according to the sports association** that organizes the tournaments. Different tasks: **organization** of tournaments, **administrative tasks**, preparation of the matches (before and after), **the prizes award** ceremony and **tasks “on the field”** during the tournaments like ball/bat boy, assist with scoring and more.

Qualifications needed: **Team work**, flexibility because of changing tasks.

Volunteering Fields - continue



(7) Fields managing Volunteers

Every field (from the ones written here) will have its own manager who will **manage all the volunteers in this field**. The managers of each field will be **in a direct contact with Mona and Bas**.

Qualifications needed:

Living in Berlin, **willing to take responsibility and to be in charge of other volunteers**, high level of English (for some fields German will be necessary too), **capability to commit for the whole period of time** (full time), capability to **work alone** and to coordinate among the different fields, good and positive energy, relaxed, **able to motivate people to volunteer**. Big smile all the time! ☺

(8) First-aid

Helping the doctors and nurses with different tasks. From **administrative work to medical help** (if qualified) to **support injured people**. During the Opening Ceremony 15 volunteers will be needed and during the games 4 Volunteers for each shift.

Qualifications needed:

English and German, positive and good energy, background in First-Aid is an advantage.

Volunteering Fields - continue



(9) Delegation escort

Will be with the delegations **from the first day when they arrive in Berlin till the last day when they leave Berlin**. They will accompany them and help them in the **accreditation process**. They will be the contact person of the whole delegation. Will have **an over view of the whole logistic side of the EMG2015** in order to **solve problems of their delegation**. The main contact-person of the.

Qualifications needed: Delegation`s language, good English/German, capability to commit for the whole period of time, responsible, capable to work alone and to coordinate between different factors, **ability to cope with changes**, positive energy and relaxed!

(10) Accreditation

Arranging, coordinating and making the accreditation for the delegations, volunteers, staff, VIPs and media representatives. **1 stand at the hotel and 1 stand in the Olympic park**. Receiving visitors, reviewing the requirements and issuing them a personalized accreditation. In the first days this team will have more volunteers and later there will be only 1/2 the number of volunteers on each stations.

Qualifications needed: Good English and/or German, responsible, capable to work alone, **basic knowledge with computer and Office**

Volunteering Fields - continue



(11) Supporting program (Let's play together, opening/closing etc.)

For each evening event, volunteers are needed to do variety of tasks. Helping with all the **logistic aspects** of the events. For example:
helping the viewers to find their seat, help the athletes/artists/moderators behind the scene, monitor athletes / guests behavior, meet buses, give directions and more. Duties may vary from event to event.

Qualifications needed:

Ability to **cope with changes and finding solutions quickly**, ability to change tasks between the different programs, team worker.

(12) Host families

The person in charge on this field will have all the details of the host families and of the volunteers who stay at a host family. **Any problem with a host family / a volunteer, will be under his/her supervision.**

Qualifications needed:

High level of German and English, **patience**

Volunteering Fields - continue



(13) Education program

Helping the “Madrachim” with the logistic arrangements of the educational program and **some might help as “Madrachim” themselves.**

Qualifications needed:

Background with “Hadracha” and/or working with youth, high level of English.

(14) “athmosphere” and venue assistants

Volunteers in this field will greet the guests and “energize” the athletes, making sure that everyone is in a good mood ! Volunteers will need to arrange the volunteer’s “hang-out time” area and to monitor the availability of snacks and beverages for athletes, coaches and volunteers.

Qualifications needed:

Good mood, humor, relaxed personality, positive energy.

What do you GET – What do you GIVE

Transportation

Free public transportation tickets inside Berlin

Accommodation for volunteers who don't live in Berlin

- (1) You can ask us to provide you with a host family
- (2) You can book cheaper hostel/hotel rooms from a list we will send you

Food & Drinks

1 hot meal, 1 cold meal & Drinks on each volunteering day

Extra

T-shirts and some other gifts

Free entrance to all EMG events

Special activities for the volunteers only !

Discounts in Berlin only for EMG volunteers !

Transportation

You pay your own way to Berlin

Accommodation for volunteers that don't live in Berlin

If you don't want to stay with a host family,
than you need to pay for your hostel / hotel

Food & Drinks

Food and drinks when you aren't volunteering

Extra

Private expenses

If you can't come for the whole period of time (24.07 -05.08),
you can come to one of the following periods of time:

Either 24-31.07

Or 31.07-05.08



Let's all have a great time at the EMG 2015 !



Thank you !