



Funding Partners



## 2010 GRANDE PRAIRIE ARCTIC WINTER GAMES Volunteer Job Description

**Job Title:** Team Leader for Opening, Closing and Medal Presentations

**Event:** Sport Specific – 15 venues

**Contact:** Shannon McVagh-Janz  
[worthyevents@telus.net](mailto:worthyevents@telus.net)

**Reports To:** ShannonMcVagh-Janz

### Responsibilities:

- Coordinate the delivery of opening, closing and medal presentation to follow the the script outlined and approved by Chair
- Work with venue representative to ensure all necessary materials are on site, if not ensure all materials are set up for the opening, closing and medals. (eg. Podium, sound system, back drapping, flags and music)
- Coordinate with onsite volunteers to assist in the smooth operation of the opening, closing and medal presentations.

### Qualifications:

**Volunteers needed:** 1 team leader per venue  
Each team leader will then require 3 volunteers for themselves to assist at the venue