

Olympic Torch Relay Community Celebrations Volunteer Requirements: *Whistler Torch Relay - February 5, 2010*

All activities associated with the production of the Vancouver 2010 Olympic Winter Games require the commitment and participation of its volunteers. This is certainly the case with torch relay community celebrations.

Below is a brief description of the various roles and responsibilities that require volunteer crew support.

Please complete an application if you are interested in volunteering for this memorable day. It is essential that persons wishing to participate be able and willing to perform the described roles as well as agree and commit to the time requirements outlined.

Stagers (8 volunteer crew)

Stagers provide the “muscle” for the celebration staging team. Volunteer crew for this team must be able to lift and carry up to 20 kilograms (44 pounds). They must be able and willing to work in all extreme outdoor weather conditions with limited breaks. This role is not for the light-hearted but is truly the critical backbone of the celebration production team!

Assist the celebration crew with:

- Set-up and tear down of tents.
- Installation of audio/video gear.
- Unpacking gear from the equipment truck.
- Set-up and tear down of media risers.
- Assist with the torchbearer corridor when the community torchbearer arrives.

Time required: 4 to 5 hours before the celebration starts and 2 to 3 hours after the celebration ends. There are very limited duties during the celebration itself.

Attire: Warm and comfortable work clothes and work gloves.

Security (6 volunteer crew)

The security crew set up directional/control signage and then control access to secure areas of the celebration site. These crew members must be reliable and trustworthy.

Assist the celebration crew with:

- Set up and tear down of “back of house” security fencing and media coral.
- Set up and tear down of directional signage.
- Staff security checkpoint positions.



Time required: 2 to 3 hours before the celebration starts, 1 to 2 hours after the celebration ends and for the duration of the celebration.

Attire: Clean, warm clothing and work gloves.

Setters (2 volunteer crew)

Setters serve as hospitality and location managers. They must be able to lift folding tables and chairs, help deliver and set up personnel holding areas, and maintain clean and orderly areas. The physical demands of this team are minimal; warm personalities and commitment to detail and hospitality are essential.

Assist the celebration crew with:

- Set-up and tear down of tables/chairs in the green room and production tent.
- The hospitality team during the celebration.
- Keeping the production tent and green room clean and tidy.

Time required: 2 hours before the celebration starts, 1 hour after the celebration ends and for the duration of the celebration.

Attire: Warm clothing and a smile!

Show Runners (3 Volunteer crew)

Show runners serve as production assistants to various departments during the set-up hours and then as operational personnel during the actual celebration.

Runner (1 volunteer crew)

Assist the celebration crew and:

- Must have a strong working knowledge of the local neighbourhood.
- Have access to a car or van.
- Be dedicated to sourcing any last-minute items that are required for the celebration.
- Assist the operations manager with general duties if nothing is required off-site.

Time required: 3 to 4 hours before the celebration starts and for the duration of the celebration.

Attire: Warm clothing.

Talent wranglers (2 volunteer crew)

Assist the celebration crew by:

- Helping to bring the various performers and groups from holding areas to the stage for their performances.

Time required: 2 hours before the celebration starts and for the duration of the celebration.

Attire: Warm clothing — preferably black.

