



ITTF Team World Cup 2018 – Volunteer information

- The Team World Cup runs between Thursday 22nd and Sunday 25th February 2018.
- Volunteers will be required to be available for a minimum of 2 days.
- This is a fantastic chance to be involved in one of the biggest table tennis events in the world, taking place in one of the most iconic facilities from the London 2012 Olympics, the Copper Box Arena.
- Volunteers will be required between 9am and 10pm, on applying for one of these volunteer roles you will be asked the times you are available. There will be half day or full day options available.
- We anticipate volunteer roles will be oversubscribed, so please provide as much information as possible in your application. You will be asked for your 1st, 2nd and 3rd choice of roles. If you are only interested in one role, please leave the 2nd and 3rd options blank.
- Team World Cup volunteer kit will be provided to all volunteers involved, in addition to drinks and meals throughout the day. Volunteers will need to be able to transport themselves to the venue and have their own accommodation.

TWC Volunteer Role Outlines

Volunteer Manager

- This role will work in direct liaison with the Team World Cup events team and Table Tennis England
- This role will require commitment from December/January through to the event to support the following;
 - Allocation of volunteers against set roles
 - Allocation of time slots to volunteers
 - Communication with volunteers before and during the event

Practice Area Assistants

- This will be an athlete-facing role.
- The team of volunteers in these roles will be responsible for ensuring practice areas are available for practice, as per a pre-determined schedule.
- Some experience of table tennis events would be beneficial.

Players' Lounge Assistants

- This will be an athlete-facing role, where language skills may be beneficial.
- Volunteers will be required to ensure the players' lounge area remains tidy and welcoming for players.
- Volunteers may be required to support the athletes with any requirements, whilst they are in the players' lounge





Way-finders

- Public and participant-facing – these volunteers will welcome supporters, provide directional support and may work across different areas of the facility, including outside the stadium, general admission and player only areas
- In general admission, volunteers will be required to assist spectators with navigating the un-reserved seating.

Live Scoring Volunteers

- Sitting in the background on the field of play inputting scores into a computer system that updates international websites so the outside public are constantly in touch. Training will be provided.
- High levels of concentration and focus are required in short burst while play is happening
- Experience as a table tennis player helpful but not essential

Event Support Volunteers

- This is a technical role and is likely to require movement between the Field of Play and Back of House.
- This will be a reactive role supporting several volunteer teams across the event.

Welcome Team

- Experienced volunteers will be required to staff 'reception' at main entrance area.
- Volunteers will be required to distribute accreditation, VIP tickets and passes
- Front facing role so volunteers need to be prepared to answer event related questions

Sales Assistants

- Customer-facing/services role
- This role will mainly support the ticketing provider with on-the-day sales.
- Distribution of any tickets left for collection
- Event Programme sales

VIP Liaison

- Customer-facing Role
- Supporting guests to navigate between hospitality area and reserved VIP seating
- Language skills may be beneficial but not essential

Fan-Zone & Sponsor Activity Area Coordinators

- Customer-facing role
- Encourage spectator engagement with activities on offer, including come and try areas
- Work with exhibitionists to support stand set up and running of stand.

Communications Manager

- Experience working in media is required.
- Writing website reports, updating social media, carrying out player interviews.





- Ability to work accurately under pressure while maintaining high standards of written English and upholding the reputation of Table Tennis England.
- Managing Communications Assistants.
- Role likely to require attending a pre-tournament training day in Milton Keynes.

Communications Assistants

- Experience working or training with/in media is required.
- Supporting and facilitating media throughout the event i.e. supporting interviews/press conferences etc.
- Ensure the press box/seating are operating effectively.

Press Room Coordinators

- Volunteers will be based in the media areas throughout the event ensuring both the press lounge and press conference room are operating efficiently.
- Ensure members of the media in each location have the necessary equipment and resources available i.e. internet/printing facilities etc.

Roaming Media Volunteers

- Volunteers will be based in the media areas throughout the event.
- Volunteers will be required to facilitate press movement around the venue as required.
- Volunteers will support 'mixed zone' activity

Photographers Liaisons

- Volunteers will be based in the media areas throughout the event.
- Volunteers will remain with accredited photographers throughout to support movement.
- Volunteers will be responsible for overseeing photographer accreditation process throughout the event.

Youth Event Volunteers

- These roles are aimed at 14-17 year olds and may include involvement in the following:
 - Supporting around the match courts to help keep matches flowing
 - Supporting the come and try area
 - Supporting the event ceremonies and presentations

