



Playoff Volunteers

Role Description

Background

Inline Hockey Ireland (IHI) is the National Governing Body for the sport of inline hockey in Ireland. The Association exists to develop, promote and protect the interests of its members in the sport of Inline Hockey. IHI is committed to the development of Inline Hockey in Ireland, including club development, junior development, female participation, referee development and national team progress.

Role Purpose

IHI are seeking motivated volunteers to undertake different roles in the run up and delivery of the 2022 Playoffs at Gormanston Park, 17-19 June 2022.

You will work closely with a range of committee members and volunteers to help deliver an event that is enjoyable for all players, staff, officials and spectators.

Reporting

Playoff volunteers will report to the IHI Executive Committee.

How to Apply

Candidates will be considered on submission of a completed application form at the [following link](#).

List of Roles

- Rink build & dismantle
- Off rink set-up & takedown
- Digital media officer
- PR officer
- Commercial assistant
- Steward
- Team liaison
- Photographer
- DJ
- Announcer
- Commentator
- Timekeeper
- Penalty box attendant
- Live stream assistant
- Other

Responsibilities

Role	Responsibility & Specific Criteria
Rink build & dismantle	<ul style="list-style-type: none">● Assisting in the build and/or dismantle of the rink floor and boards.● Availability on Friday 17th June from 12:00 to 19:00 and/or Sunday 19th June from 18:00 to 24:00.● Availability to attend an online workshop ahead of playoff weekend.● Ability to work a physically demanding role.
Off rink set-up & takedown	<ul style="list-style-type: none">● Assisting in the venue set-up and/or takedown including stalls, IHI & sponsor branding and other.● Availability on Friday 17th June from 17:00 to 19:00 and/or Sunday 19th June from 18:00 to 04:00.
Digital media officer	<ul style="list-style-type: none">● Preparation and posting of digital medium & photos in the run up to and at the playoff weekend, including team qualification, team lists, results & branding.● Previous experience or qualifications are necessary for this role.

PR officer	<ul style="list-style-type: none"> ● Liaising with news and media outlets across Ireland to promote and invite to attend our playoff event. ● Being a point of contact for any news or media outlets that attend. ● Providing news and media outlets with appropriate information before and after the event.
Commercial assistant	<ul style="list-style-type: none"> ● Working closely with the Executive Committee to secure sponsors and partners for the playoff event. ● Identifying companies and brands to target with sponsorship offerings. ● Liaising with sponsors before, during and after the playoff event to ensure they are welcomed, their needs are met and are being promoted appropriately. ● Previous experience or qualifications are necessary for this role.
Steward	<ul style="list-style-type: none"> ● Welcoming all persons to the venue as they arrive. ● Ensuring attendees have appropriate tickets or passes. ● Ensuring paying spectators have access to a seat. ● Dealing with minor issues as they arise. ● Availability to attend an online workshop ahead of playoff weekend.
Team liaison	<ul style="list-style-type: none"> ● Welcoming all teams and officials to the venue as they arrive. ● Ensuring teams know where they are to change and that they get access and vacate as required. ● Ensuring changing rooms are tidy in between teams. ● Ensuring teams are ready to enter the rink at least 10 minutes prior to scheduled face-off time. ● Availability to attend an online workshop ahead of playoff weekend.
Photographer	<ul style="list-style-type: none"> ● Photographing action shots of all games and the atmosphere around the venue. ● Providing a few photos after each game for social media upload. ● Opportunity to also take team and individual <i>profile</i> photos and charge for prints/digital copies to teams/players. ● Previous experience or qualifications are necessary for this role.
DJ	<ul style="list-style-type: none"> ● Providing DJ services throughout the playoff weekend, with music played between games, at breaks and stoppages of play. ● Ensuring the right songs are played at the right time to help encourage a good atmosphere to the event. ● Having knowledge of music licensing to ensure no songs are played which may cause stream issues. ● Previous experience and equipment is necessary for this role.
Announcer	<ul style="list-style-type: none"> ● Announcing the teams for each game, goal scoring information and penalty information. ● A clear and confident voice is essential.
Commentator	<ul style="list-style-type: none"> ● Commentating on relevant games. ● Knowledge of the sport, leagues and teams is essential. ● A clear and confident voice is essential.

Timekeeper	<ul style="list-style-type: none"> • Operating the score clock for games. • Availability to attend an online workshop ahead of playoff weekend.
Penalty box attendant	<ul style="list-style-type: none"> • Operating the penalty box doors to let penalised players in and out as appropriate/instructed. • Setting up and collecting pucks for teams warmups prior to each game. • Cleaning the floor as required by officials. • Availability to attend an online workshop ahead of playoff weekend.
Live stream assistant	<ul style="list-style-type: none"> • Assisting in the set-up and operation of camera(s) for live stream. • Previous experience is desired.
Other	<ul style="list-style-type: none"> • Have a skill that can add to the playoff experience?

Additional Information

These roles are voluntary, but you will be reimbursed for all reasonable expenses properly incurred in the performance of your duties. Some of the roles will require appointment ahead of the playoff weekend, while others only have duties at the playoff weekend.

All roles entitle the individual to free entry to the playoff weekend, a volunteer t-shirt if appropriate and a lunch and/or dinner pass.

Some roles may require an Access NI or Garda Vetting check.

In the course of working for IHI, individuals may have access to personal or confidential information, which must not be disclosed or made available to any other person unless in the performance of duties relating to the post holder's role.

This Role Description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and may be amended from time to time in the light of the changing needs of the organisation through appropriate processes of consultation and the mutual agreement of both parties.