



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 All Ireland Inline Hockey Playoff Weekend.

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

- Event volunteer
- Rink build & dismantle
- Off rink set-up & takedown
- Social media assistant
- DJ
- Live Stream Assistant
- Announcer
- Timekeeper
- Penalty box attendant
- PR officer
- Commercial assistant
- Other

Responsibilities

Role	Responsibility & Specific Criteria
Event volunteer	● Welcoming all persons to the venue as they arrive. ● Ensuring attendees have appropriate tickets or passes. ● Ensuring teams know where they are to change and that they get access and vacate as required. ● Ensuring teams are ready to enter the rink at least 10 minutes prior to scheduled face-off time. ● Dealing with minor issues as they arise. ● Pre-brief & instructions provided. ● Good interpersonal skills are essential.
Rink build & dismantle	● Assisting in the build and/or dismantle of the rink boards. ● Availability on Friday from 12:00 to 19:00 and/or Sunday from 18:00 to 23:00. ● Availability to attend an online brief ahead of playoff weekend. ● Ability to work a physically demanding role.

Off rink set-up & takedown	● Assisting in the venue set-up and/or takedown including stalls, IHI & sponsor branding and other. ● Availability on Friday from 17:00 to 19:00 and/or Sunday from 18:00 to 23:00.
Social Media Assistant	● Creating and posting timely content across social media platforms (game results, behind the scenes content, etc.) ● Previous experience is desired.
DJ	● Providing DJ services throughout the playoff weekend, with music played between games, at breaks and stoppages of play. ● Helping to ensure an upbeat atmosphere is maintained across the weekend. ● Previous experience is necessary for this role. ● Equipment and pre-brief is provided.
Live Stream Assistant	● Assisting in the set-up and operation of camera(s) for live stream. ● Previous experience is desired.
Announcer	● Announcing game actions that occur in the game (lineup, goals, penalties, etc.) ● Knowledge of the sport is essential. ● A clear and confident voice is essential. ● 'Script' provided.
Timekeeper	● Operating the score clock for games. ● Training provided.
Penalty box attendant	● 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.
PR officer	● Liaising with local & national news and media outlets 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	● Working closely with the Executive Committee to secure sponsors and partners for the playoff event. ● Liaising with sponsors before, during and after the playoff event to ensure they are welcomed, their needs are met and are being promoted appropriately.
Other	● 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.

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.