



ADMIN - VOLUNTEERS

12th AUSTRALIAN TRANSPLANT GAMES
Canberra, 2-10 OCTOBER, 2010

The Transplant Games Registration and Administration offices will be located in the Marathon and Moran Rooms of the AIS Visitors Centre from Thursday 30th September to Sunday 10th October 2010.

Admin Volunteers will be asked to assist Transplant Games staff with running these offices. Volunteers are needed in the following areas:

- Registration Staff (1st October and 2nd October only - help with Registration Packs, shirts etc).
- Daily Medal & Awards preparation ready for delivery.
- Oversee Lunch Package and drink bottle delivery to the various venues.
- Assist in the sale of Merchandise.
- Supervisors at nightly dinners in the AIS Arena (see program).
- Dinner duties will include dining hall supervision and monitoring of meal vouchers.
- General Office duties.

Date:	Office Hours	Dinner Hours	Available From to Time
Thu 30 September	9am – 5pm		
Fri 01 October	9am - 5pm		
Sat 02 October	9am – 8pm	4.30pm – 8.30pm	
Sun 03 October	7am – 7.30pm	4.30pm – 8pm	
Mon 04 October	8am – 6pm	5.30pm – 7.30pm	
Tue 05 October	7am – 7pm	5.30pm – 7.30pm	
Wed 06 October	7am – 7pm	5.30pm – 7.30pm	
Thu 07 October	7am - 7pm	5.30pm – 7.30pm	
Fri 08 October	8am - 7pm	5.30pm – 7.30pm	
Sat 09 October	7am - 6pm	Not required	
Sun 10 October*	7am – 4pm	11.30am – 2.30pm	
* BBQ during cricket match			

Name: _____

First Names: _____

Contact Phone: _____

Email Address: _____

Registration Nr Allocated | _____