



2011 World Junior Championship Buffalo, New York

December 26, 2010 to January 5, 2011

Volunteer- Bilingual Team Host

JOB RESPONSIBILITIES:

- As a Bilingual team host, besides translation, you will help the team with local knowledge and fulfilling their hockey needs during practices and games. You will work in conjunction with HSBC and Dwyer Arena personnel. Will also meet Team upon arrival
- Times will vary between 8am – 11pm based on practice and game times.
- Bilingual Team Host will cover all games and/or cover all practices. Earliest practice will be 8:30 and the latest will begin at 2:15. The earliest game will be at 12:30PM and latest game will start at 8:00PM.
- Bilingual Team Host will work in conjunction with their other respective Team Host(s).
- Must be present at the hotel at least 30 minutes prior to departure, 1 hour prior to practice, and 2 hours prior to a game for a daily events/agenda management meeting
- Be available on team's off times in case team would like to tour area, i.e. organizing outside venue(s) for the team, restaurants and recreational entertainment
- Assist with team request for medical assistance
- Liaison between team services and with team equipment managers and trainers
- Logistics coordination (daily bus schedules confirmation, changes etc., airline tickets issues etc.) - providing logistics coordination on departure day
- Liaison with Championship Organizing Committee and Host's Director for scheduling changes, meetings request
- Responsible for Team and Team's support personnel accreditation
- Assist in communicating "Players of the Game" award to Org Committee during games

- Possible translation assistance to Team Manager during Directorate Meetings and official reception (at team's request)
- Assistant to the Head Coach and some players with translation for the media (at team's request)

** (*Job responsibilities are subject to change*)