

## 2013 World Mixed Doubles and World Senior Championships



Dear Fellow Curlers and Sports Community,

Capital Winter Club, Fredericton Curling Club and the City of Fredericton are very pleased to be hosting the 2013 World Mixed Doubles and World Senior Championships. The event will take place at the newly constructed Grant-Harvey Centre in Fredericton on April 13-20, 2013.

Hosting this event for the first time in North America was a natural fit for Fredericton. We not only have a reputation for successfully hosting major sporting events, but an excellent reputation for successfully hosting major curling events such as the Brier, Scotties, and in 1982 the Uniroyal World Junior Championships. We are planning to showcase our City, curling community and our province to the anticipated 70 teams, hundreds of curlers and thousands of fans that will be in attendance.

The cornerstone of our success for hosting major sporting events has been our volunteer team. This event will require no less than a world class volunteer effort. We are reaching out to our membership to become involved as volunteers for this event. We are also reaching out to the provincial curling family along with the provincial sporting community in hopes of attracting our most experienced and strongest volunteer team possible. Approximately 200 volunteers will be recruited .

The local organizing committee would like to take this opportunity to invite you to become a volunteer. For your information we have included brief descriptions of the volunteer committees along with the benefits and conditions for volunteers. Please complete and return the attached volunteer application as soon as possible. If you have any questions in respect to becoming a volunteer please contact Karen Langille at [langillk@gmail.com](mailto:langillk@gmail.com).

Regards,

Dennis Van Den Heuvel & Stephen Kelly  
Co - Chairs  
2013 World Mixed Doubles and World Senior Championships

## 2013 World Mixed Doubles and World Senior Championships

### VOLUNTEER INFORMATION SHEET

#### General Information

- Dependent on response all applicants may not be required
- Please return completed application by January 12/2013
- Volunteers will be notified of acceptance no later than January 14/2013
- Every effort will be made to assign volunteers to their area of choice

#### Conditions of Volunteering

- Preference will be given to volunteers who are able to commit a minimum of 20 hours of volunteer service
- All volunteers will be asked to work at least one evening shift
- Authorization to perform a background check if deemed necessary (at your expense)
- A fee of \$40.00 will be charged to cover the cost of event clothing which each volunteer will retain following the event

#### Benefits of Becoming a Volunteer

- Free access to Grant-Harvey Centre (standing room only)
- Access to volunteer lounge including complimentary snacks
- Volunteer rally
- Post-event volunteer appreciation event
- Volunteer handbook
- Prize draws

Please indicate your committee of choice under 1<sup>st</sup> and 2<sup>nd</sup> choice. If you are interested in chairing a committee or serving on a committee please indicate your 1<sup>st</sup> and 2<sup>nd</sup> choice in that section.

Please return completed application to:

Volunteer and Accreditation Committee Chair      or  
Karen Langille at [langillk@gmail.com](mailto:langillk@gmail.com)

Capital Winter Club  
Attn: 2013 Worlds Secretary  
232 Rookwood Ave.  
Fredericton, NB  
E3B 2M2

## 2013 World Mixed Doubles and World Senior Championships

### Volunteer Committees

#### **Facilities Committee** - Ed Haggerty & Rob Wight

This committee will be responsible to help the ice crew set up and take down the curling ice. Essentially responsible for everything inside the boards including carpet laying and bunting placing on the boards. During the competition help with ice maintenance.

Time commitment before the event will be to attend 4 to 5 two (2) hour meetings from now until the event starts.

Time commitment during the event will be on a daily basis. We will try and schedule volunteers to one 4 hour shift per day. Also if you work in the morning one day you will be required to work the evening the next day. We will distribute the work load as evenly as possible.

#### **Transportation Committee** – Gary Wilson

This committee will be responsible to get the teams and the VIPs from the airport to the hotels. During the competition to get the teams and VIPS to the Grant • Harvey Centre. Teams will be transported by bus and the VIPs by shuttle vans. Drivers for the vans will be needed.

Time commitment before the event will be to attend 2 to 3 two (2) hour meetings from now until the event starts.

Time commitment during the event will be on a daily basis. Same arrangement as Facilities. (read above).

#### **Officials Committee** – Dana Neumann

This committee will be responsible for the officiating of all games under the supervision of the Head Official from the World Curling Federation. This committee is also responsible for the operation of the time clocks for all games.

Time commitment before the event will be to attend training sessions to become familiar with the officiating as well as operating time clocks. 4 to 5 two (2) hour sessions will be scheduled from now until the event starts.

Time commitment during the event will be on a daily basis. See above Facilities committee same arrangement.

#### **Statistical Committee** – Brian Cassidy

This committee will be responsible for scoring the players shots.

Time commitment before the event starts will be to attend 4 or 5 training sessions on how to score the players shot making. These sessions will be 2 hours in duration.

Time commitment during the event will be on a daily basis. See above Facilities committee same arrangement.

**Team Services and Accommodations Committee – Jodie de Solla**

This committee will be responsible for hospitality, information to the players and fans. This committee will also be the point of contact for the hotels. Player gift baskets will be prepared by this committee.

Time commitment before the event starts will be to attend 4 or 5 two (2) hour meetings from now until the event starts.

Time commitment during the event will be on a daily basis. See above Facilities committee same arrangement

**Banquets and Ceremonies Committee - Shelly Graham & Connie Nichol**

This committee will be responsible to organize the opening reception, the opening and closing ceremonies, the closing banquet and the volunteer thank you reception.

Time commitment before the event starts will be at least 10 two (2) hour meetings.

Time commitment during the event will be on a daily basis. See above Facilities committee same arrangement.

**Sponsorship Committee – Wayne Tallon & Doug Daley**

This committee will be responsible for selling sponsorships and advertising.

Time commitment before the event will be as many hours as necessary in order to maximize the revenue generation needed to support the event financially.

Time commitment during the event will be to ensure that the advertising and sponsorship signs and boards are well maintained.

**Marketing and Promotions Committee – Doug Daley**

This committee will be responsible for marketing and promoting the event. The committee will also be responsible for creating posters, flyers, tickets, pamphlets and the event program.

Time commitment before the event will be semi-monthly meetings or as needed from now until the event begins.

Time commitment during the event will be to maintain displays and materials available to the public.

**Media and Security Committee – Chris Jenkins**

This committee will be responsible to care for the media and their needs as well as the media centre. Make sure the media has access to the players for interviews. This committee will also be responsible for the security in the entire building during the games.

Time commitment before the event starts will be to attend 4 or 5 two (2) hour meetings from now until the event begins.

Time commitment during the event will be on daily basis. See above Facilities committee same arrangement.

**Volunteer and Accreditation Committee** – Karen Langille

This committee will be responsible to co-ordinate the activities of all volunteers as well as volunteer recruitment.

Time commitment before the event starts will be to attend 6 to 10 two (2) hour meetings from now until the event begins.

Time commitment during the event will be on a daily basis. See above Facilities committee, same arrangement.

**Reception/ Players' Lounge and Bar services** – Cynthia Wilson

This committee will be responsible to help the canteen operator to dispense liquor at the bar and make sure the players' lounge is kept clean and presentable. This committee will also be responsible to man a reception desk located at the entrance of the Grant • Harvey Centre.

Time commitment before the event starts will be to attend 4 or 5 two (2) hour meetings from now until the event begins.

Time commitment during the event will be on a daily basis. See Facilities committee, same arrangement.

**Merchandising Committee** – Andre Ouellette

This committee will be responsible to help the merchandising supplier to man the booth and sell merchandise.

Time commitment before the event starts will be to attend 4 or 5 two (2) hour meetings from now until the event begins.

Time commitment during the event will be on a daily basis. See Facilities committee, same arrangement.

**Web Master** – Jamie Brannen

This committee will be responsible to feed the World Curling Federation and CCA website with data and information generated by the event. Populating the sites with the proper information will be key.

Time commitment before the event starts will be to attend 4 or 5 two (2) hour meetings from now until the event begins.

Time commitment during the event will be on a daily basis. See Facilities committee, same arrangement.

**Communications** – Leigh Watson

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**VOLUNTEER APPLICATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Province/Postal Code \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Emergency contact: Name \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Are you over 19 years of age?  Yes  No \*Must be 16 years of age as of Dec.31/2012

Name of curling club you are an active member of: \_\_\_\_\_

Preferred contact time:  Day  Night Preferred Method:  email  home phone  cell phone

Languages Spoken: \_\_\_\_\_

**Availability:**  Day  Evening  Anytime How many hours are you willing to commit? \_\_\_\_\_

**Additional Information:**

List any past events or organizations you have volunteered with or relevant information:

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	Name of Committee 1 <sup>st</sup> choice	Name of Committee 2 <sup>nd</sup> choice	No Preference Any
Be on a committee			
Event only volunteer			

I agree to the Conditions of Volunteering

Signed by: \_\_\_\_\_