

# GUIDE FOR ONE-DAY



# VOLUNTEERS

THANK YOU for choosing to volunteer with Special Olympics Pennsylvania (SOPA)! Volunteers are the backbone of our organization. The time, energy and enthusiasm of volunteers fuel our movement and make our athletes' dreams a reality. You are playing an integral role in the successful operation of our organization.

## HERE ARE SOME THINGS TO KNOW BEFORE YOU ATTEND THE EVENT:



### 1 WHAT DO I NEED TO BRING?

- First and foremost, bring yourself with a smile on your face and a willingness to learn.
- Identification – If you are over the age of 18, we ask that you bring a state issued picture I.D.
- Water Bottle – Water will be provided at the venues, but it is a good idea to bring a water bottle to help you stay hydrated throughout the day.
- If bringing personal items (which we advise against or ask that you limit what you bring), please be sure they can be secured in your pockets or on your person. There will not be a secure area for you to leave your belongings, and SOPA will not be responsible for any lost or stolen items.

### 3 WHAT IS PROVIDED FOR VOLUNTEERS DURING THE EVENT?

- A day filled with fun, joy and excitement! You will get back more than you give when you interact with our athletes, cheer and encourage them.
- T-Shirt – All volunteers will receive a t-shirt to ensure that they are identifiable during the event. They must be worn when attending the event.
- Lunch will be provided for all volunteers. Lunch times will vary, as times need to be staggered to allow for a smooth competition. The Venue Coordinator will assign you a time for lunch.
- Water Stations will be available at each venue.

### 2 WHEN SHOULD I ARRIVE?

- Plan to arrive 30 minutes – one hour before your scheduled start time. This will allow enough time for you to get through registration and to your venue before the start of your training or athlete competition.
- Plan for additional road traffic and remember that there will be an influx of people during registration.
- After volunteer registration, report directly to your assigned venue. If you have not already received volunteer training, it will take place at your venue before competition begins.

### 4 WHO SHOULD I LOOK FOR WHEN I ARRIVE ONSITE?

- Look for SOPA signage; this will lead you to the registration area. There you will check-in for the day and double check your venue assignment. Upon arrival at your assigned venue, you should be able to identify the following individuals:
  - Venue Coordinator: These individuals can be identified by their Committee polo or t-shirt. They are in charge of overseeing the venue, volunteer training, and ensuring that the competition schedule remains on track. They are also available for venue and competition-related questions.
  - PIAA/Other Officials: These individuals can be identified by their traditional officials' uniform or Special Olympics PA official t-shirt (white). They are the technical delegates for each venue and are available for sports and rules specific questions.
  - Volunteer Coordinator: These individuals can be identified by their Committee polo or t-shirt and are typically only available at larger sectional and state events. When present, they will be in charge of volunteer schedules and training.

As a "One-Day" event volunteer, you will be supporting the overall coordination of the competition. **YOUR ARE NOT** to oversee and/or chaperone any athletes or other volunteers, and therefore, are not to assume any oversight of athletes (however minor) at any time.

For more information on Special Olympics Pennsylvania, please visit our website at [www.specialolympicspa.org](http://www.specialolympicspa.org) or find us on Facebook: [facebook.com/specialolympicspa](https://facebook.com/specialolympicspa) and Twitter: [@specialolympiPA](https://twitter.com/specialolympiPA).

