

# 2015 U.S. OPEN TAEKWONDO CHAMPIONSHIPS VOLUNTEER GUIDE AND APPLICATION



## **USA Taekwondo**

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# **2015 U.S. OPEN TAEKWONDO CHAMPIONSHIPS VOLUNTEERS NEEDED!**

**Volunteer Dates:** January 19- January 26, 2014  
**Competition Dates:** January 21- January 25, 2014

**BE A PART OF MAKING THIS EXCITING COMPETITION HAPPEN!**

***USA Taekwondo needs volunteers to help with:***

Set Up  
Breakdown  
Registration  
Weigh in

Ring Management  
Ring Runners  
Awards  
Security

Bag Stuffing  
Video Cameras  
Hogus

**CALL US AT (719) 866-3628 OR EMAIL: [sarah.randall@usa-taekwondo.us](mailto:sarah.randall@usa-taekwondo.us)**

***\*\*Volunteers must be 12 years of age or older\*\****

Please contact Sarah Randall  
for Volunteers younger than 12 years of age.

## **VOLUNTEER BENEFITS:**

- ✓ Free entry to competition on the day of volunteering
- ✓ Access to the competition floor during competition
- ✓ Free event t-shirt
- ✓ Free lunch to volunteers who work at least 8 hours in one day



# 2015 U.S. Open Taekwondo Championships

## Description of Duties

### **BAG PREPARATION: Stuff participation bags with various event information**

*Date: Monday, January 19*

<i>Report Time:</i>	1pm-5pm
<i>Number of Volunteers Needed:</i>	30
<i>Age Requirement:</i>	12+
<i>Other Requirements:</i>	N/A

### **SET-UP: Place Competition Mats & Equipment**

*Date: Monday, January 19 & Tuesday, January 20*

<i>Report Time (Shift 1):</i>	9:30am-1pm
<i>Report Time (Shift 2):</i>	1:30pm-7pm
<i>Number of Volunteers Needed:</i>	30/shift
<i>Age Requirement:</i>	12+
<i>Other Requirements:</i>	Lifting & Carrying Heavy Items

### **REGISTRATION: Assist with Registration. Hand out credentials, posters, bags, etc.**

*Date: Tuesday, January 20*

<i>Report Time (Shift 1):</i>	8:30am-12pm
<i>Report Time (Shift 2):</i>	1:30pm-8pm

*Date: Wednesday, January 21 – Saturday, January 24*

<i>Report Time (Shift 1):</i>	8:30am-12pm
<i>Report Time (Shift 2):</i>	1:30pm-8pm
<i>Number of Volunteers Needed:</i>	10/shift
<i>Age Requirement:</i>	12+
<i>Other Requirements:</i>	N/A



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<b>WEIGH-IN: Assist referees with computer operation during weigh-in</b>	
<i>Date: Wednesday, January 21</i>	
<i>Report Time (Shift 1):</i>	8:30am-12pm
<i>Report Time (Shift 2):</i>	1:30pm-8pm
<i>Date: Thursday, January 22 –Saturday, January 24</i>	
<i>Report Time (Shift 1):</i>	8:30am - 12pm
<i>Report Time (Shift 2):</i>	1:30pm - 6pm
<i>Number of Volunteers Needed:</i>	2/shift
<i>Age Requirement:</i>	16+
<i>Other Requirements:</i>	Volunteers must be comfortable using a computer

<b>RING MANAGERS: Manage the flow of athletes to and from the ring. Assist the referees as needed, oversee and relieve the computer tech as needed.</b>	
<i>Date: Wednesday, January 21 – Sunday, January 25</i>	
<i>Report Time (Shift 1):</i>	7:30am - 1pm
<i>Report Time (Shift 2):</i>	2pm - close
<i>Number of Volunteers Needed:</i>	12/shift (1 per ring)
<i>Age Requirement:</i>	16+
<i>Other Requirements:</i>	Volunteers must be comfortable using a computer

<b>VIDEO CAMERA OPERATOR: Operate ring-side cameras, ensuring that the action stays in frame.</b>	
<i>Date: Wednesday, January 21 – Sunday, January 25</i>	
<i>Report Time (Shift 1):</i>	7:30am - 1pm
<i>Report Time (Shift 2):</i>	2pm - close
<i>Number of Volunteers Needed:</i>	12/shift
<i>Age Requirement:</i>	12+
<i>Other Requirements:</i>	Volunteers must be comfortable using a camera



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**HOGU MANAGERS: Distribute and collect hogus from athletes. Disinfect hogus between uses.**

*Date: Wednesday, January 21 – Sunday, January 25*

*Report Time (Shift 1):* 7:30am - 1pm

*Report Time (Shift 2):* 2pm - close

*Number of Volunteers Needed:* 4/shift

*Age Requirement:* 16+

*Other Requirements:* N/A

**RING RUNNERS: Escort athletes to and from competition rings**

*Date: Wednesday, January 21 – Sunday, January 25*

*Report Time (Shift 1):* 7:45am - 1pm

*Report Time (Shift 2):* 2pm - close

*Number of Volunteers Needed:* 12/shift

*Age Requirement:* 12+

*Other Requirements:* Volunteer will be on their feet for most of the day

**AWARDS: Help organize and handout certificates and medals for athletes**

*Date: Wednesday, January 21 – Sunday, January 25*

*Report Time (Shift 1):* 8:00am - 1pm

*Report Time (Shift 2):* 2pm - close

*Number of Volunteers Needed:* 2/shift

*Age Requirement:* 12+

*Other Requirements:* N/A



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**SECURITY: Responsible for keeping non-credentialed visitors off the competition floor**

*Date: Wednesday, January 21 – Sunday, January 25*

<i>Report Time (Shift 1):</i>	7:30am - 1pm
<i>Report Time (Shift 2):</i>	2pm - close
<i>Number of Volunteers Needed:</i>	5/shift
<i>Age Requirement:</i>	16+
<i>Other Requirements:</i>	N/A

**USADA: The U.S. Anti-Doping Agency (USADA) runs the anti-doping program. Volunteers must chaperone chosen athletes until they have reported to the doping control station.**

*Date: Friday, January 23 – Saturday, January 24*

<i>Report Time (Shift 1):</i>	1:00pm - finished
<i>Number of Volunteers Needed:</i>	16/day
<i>Age Requirement:</i>	18+

**BREAKDOWN: Help with the break down after event is done of competition rings, registration, holding area, medical, etc.**

*Date: Sunday, January 25*

<i>Report Time (Shift 1):</i>	6:00pm - finished
<i>Number of Volunteers Needed:</i>	30
<i>Age Requirement:</i>	12+
<i>Other Requirements:</i>	Lifting & Carrying Heavy Items



# 2015 U.S. Open Taekwondo Championships

## 2015 U.S. Taekwondo Championships Volunteer Registration Form and Agreement

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Male: \_\_\_ Female: \_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Day Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Evening Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

USAT Member # \_\_\_\_\_ Email: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Home Telephone: (\_\_\_\_\_) \_\_\_\_\_ Work Telephone: (\_\_\_\_\_) \_\_\_\_\_

Do you speak any other languages besides English? If yes, which? \_\_\_\_\_

T-Shirt Size (Adult male sizes) (circle one): S M L XL XXL

Do you require USAT staff to sign off for credit towards community service hours? (circle one): Y N

Please check (✓) which positions you think you would be well suited for? (Please arrive 15 to 30 minutes before the start of your shift for training purposes).

	January 19	January 20	January 21	January 22	January 23	January 24	January 25
<b>Bag Preparation</b>	<input type="checkbox"/>						
<b>Set-up</b>	Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>					
<b>Registration</b>		Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	
<b>Weigh-In</b>			Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	Shift 1: <input type="checkbox"/> Shift 2: <input type="checkbox"/>	
<b>Ring Manager</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Video Camera Operator</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Hogu Manger</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Ring Runner</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Awards</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Security</b>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>USADA</b>					<input type="checkbox"/>	<input type="checkbox"/>	
<b>Breakdown</b>							<input type="checkbox"/>



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IN CONSIDERATION FOR VOLUNTEERING MY SERVICES IN CONNECTION WITH THE 2015 U.S. OPEN TAEKWONDO CHAMPIONSHIPS, I, FOR MYSELF, AND ON BEHALF OF MY HEIRS, ASSIGNS, PERSONAL REPRESENTATIVES, AND NEXT OF KIN, HEREBY RELEASE, HOLD HARMLESS AND PROMISE NOT TO SUE USA TAEKWONDO, THE ORLANDO CONVENTION CENTER, THEIR OFFICERS, COACHES, VOLUNTEERS, STAFF, SPONSORS, AND/OR AGENTS, ("RELEASES") WITH RESPECT TO ANY AND ALL INJURY AND/OR LOSS ARISING FROM MY PARTICIPATION, WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASES OR OTHERWISE, EXCEPT THAT WHICH IS THE RESULT OF GROSS NEGLIGENCE OR WANTON MISCONDUCT.

I HAVE READ THIS REGISTRATION FORM AND AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

**Participant's Signature:** \_\_\_\_\_

**Participant's Name (Printed):** \_\_\_\_\_ **Date** \_\_\_\_\_

### **FOR VOLUNTEERS OF MINORITY AGE**

This is to certify that I/we as parent(s)/guardian(s) with legal responsibility for this volunteer, do consent and agree not only to his/her release, but also for myself/ourselves, and my/our heirs, assigns and next of kin to release and indemnify the Releases from any and all Liability incident to my/our minor child's involvement as stated above, EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASES, to the fullest extent permitted by law.

**Parent/Legal Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Name (Please Print):** \_\_\_\_\_

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