



HELISSET TFE SKÁL – 'Let the Languages Live' – 2019 International Conference on Indigenous Languages Conference Volunteer Information

Conference Dates: Monday, June 24, 2019 – Wednesday, June 26, 2019

Conference Location: Victoria Conference Centre, Victoria, B.C.

Volunteer Application Deadline: Friday, May 31, 2019

Volunteer Application:

<https://events.ely.com/2019InternationalConferenceonIndigenousLanguagesVolunteerform2929827>

Conference Overview: HELISSET TFE SKÁL is an international gathering of Indigenous language experts and advocates in celebration of the 2019 Year of Indigenous Languages. This conference, held by and for Indigenous Peoples, will highlight and celebrate the successes and best practices that have been made in language revitalization and highlight the important work currently happening in B.C. and around the world. We are expecting up to 1,000 attendees from across B.C., Canada, and from around the world during the 2.5 days.

Volunteer Role Assignment

Volunteer shifts will be assigned on a first come, first serve basis by the committee taking into consideration any highlighted skillsets. If you have any limitations that could prevent you from performing certain roles, we ask that you please let us know as soon as possible and we will do our best to accommodate your requests. For a detailed list of roles and descriptions, please see attached document.

Onsite Training

Prior to the conference, a volunteer orientation package will be sent to you via email. This will include your schedule, a description of your roles and all other important details regarding your involvement as a volunteer at the event. On Saturday, June 22 we will hold a volunteer orientation session to familiarize everyone with the venue and provide the opportunity to ask questions. You will be provided with a Volunteer T-shirt that we ask you to wear for the duration of the conference.

Onsite Management

There will be a designated volunteer lounge at the conference where you will have access to the resources you may need for your specific role. An event staff will be available throughout the conference to check-in volunteers for shifts and to support you in your role and provide guidance as needed. You will be provided with the contact information for our event staff should there be any issues during your shift.



Benefits

As a volunteer that fulfills the minimum required hours (11), you will receive the following benefits:

- Access to the entire conference
- Access to the volunteer lounge with beverages and snacks throughout the event
- Access to our opening reception on Sunday, June 23
- Access to our closing gala dinner on Tuesday, June 25

Expectations and Responsibilities

As a volunteer, you have the responsibility to:

- Be punctual for your volunteer duty or shift and check-in with a supervisor upon arrival
- Be reliable and responsible
- Communicate any issues or concerns which are likely to affect your volunteer duties
- Do your duties as assigned and directed
- Accept guidance from the Volunteer Coordinator or supervisor
- Be willing to learn and participate in orientation, training programs, and meetings
- Keep sensitive organizational information confidential
- Comply with the policies and procedures of the organization

Commitment

Volunteers are required to meet a minimum of 8 hours to be eligible for the benefits. We ask that you arrive on time for each of your shifts and remain at your assigned location for the duration of that shift. Our volunteers are crucial to the success of the event and each shift has been thoughtfully scheduled. We ask volunteers to review their schedule closely as no-shows have a significant impact on the overall conference.

Location

All conference events will take place at the Victoria Conference Centre. Volunteers are responsible for their own transportation to and from the venue. Parking onsite will not be reimbursed, and no accommodation will be provided.

Please confirm your availability and register [HERE](#) no later than Friday May 31, 2019

If you have any questions, please contact Email: lisac@connectsevingroup.com