



Volunteer Guide

Welcome!

In 2016 and further, ETU has the ambition to further improve its operations. We are doing this by standardizing our events and have professionals running our events.

For ETU, our volunteers are of major importance! Without volunteers, an event is doomed to fail. Volunteerism is the key to the success of our events and that is why I am grateful for you showing interest in ETU in in our events!

I hope this guide gives you the information you need and helps you to decide whether or not to get involved and be part of our great events!

Thank you for showing interest in us!

Yours,

A handwritten signature in black ink, appearing to read 'Sakis Pragalos', written in a cursive style.

Sakis Pragalos
ETU President

ETU and volunteering

ETU: an overview

The European Taekwondo Union was founded in 1972 and has currently 50 Member National Associations, our MNAs. Each year we organize European Championships, from kids to senior events and from Olympic Qualifiers to continental team fighting against each other.

The ETU Office is located in Athens (Greece) but due to our international character, we have officials from all over Europe working to make our events world-class!

Our MNAs can apply for hosting an event and after consultation with ETU and decision of the Council, an event is awarded to a host city or host country.

Volunteerism within ETU

The host country normally makes sure that volunteers are recruited to help. In the past years we have noticed that also volunteers from other countries are enthusiastic to be involved! That's why ETU will start in 2016 with its volunteer policy, allowing all interested and enthusiastic volunteers to be part of the ETU event experience!

Minimum requirements

The following minimum requirements are applicable:

- Minimum 18 years old
- Successful completion of the interview

What can you expect?

All volunteers will get a 1-day training, usually this training takes place a few days the competition starts. This Just-In-Time training is focussing on the more general volunteer roles and is mandatory for all volunteers working for an ETU event.

Some roles have more responsibilities and have the need for more role specific training. Also this training will be provided by ETU. In any case, our volunteers will be trained and instructed before they start to work as a volunteer.

All volunteers will receive a T-shirt / uniform to be recognizable as volunteer. You will also receive a certificate of participation and if requested a letter of recommendation.

Volunteers will not receive a remuneration nor pays ETU for hotel accommodation. During working days at an event, ETU will provide lunch and dinner. Airline ticket or expenses for transport as well as room and board cannot be covered provided by ETU. When possible, ETU offers special prices in the hotels with which we cooperate.

Dress rehearsals

One day before the event starts, a dress rehearsal is organized. During this rehearsal, we practice several scenarios. The rehearsal is a training and gives you some experience in what to do if something unexpectedly happens. All relevant ETU officials are present and can give you advice in the process.

Volunteer roles

Which roles are available?

Several roles are available within the workforce of ETU. A small overview of some roles:

Team leader

Each specific work area has a team leader who is responsible for a group of volunteers. The team leader will always and at all times work with the volunteers to deliver a specific job, but has one extra responsibility: leading his or her team to deliver the job assigned!

Field of play team member

The FoP team member is stationed inside the FoP and can be assigned to assist the referees with the Instant Video Replay, cleaning the FoP or assist with the security of the FoP.

Call room team member

Inside the call room, the athletes are equipped with their gear and prepared to enter the FoP. Call room team members assist in gearing up the athletes and escorting them into the FoP.

Chaperones

A small group of volunteers is responsible for assisting the ETU Medical Doctor and the National Anti-Doping Agency with the anti-doping tests. Chaperones are assigned to an athlete who is selected for doping control. They need to follow the athlete wherever he goes until the anti-doping officials releases them from duty.

ETU Services team member

Registration, Head of team meeting, welcome desk, transportation, ETU VIPs and other ETU related work. The ETU Services team member can be assigned to a varying role

being responsible for multiple tasks. Normally, the more experienced volunteers are eligible for this role.

Medal ceremonies team member

All medal ceremonies at official ETU Championships are of Olympic standard. Events in which local teams and clubs can enter do have medal ceremonies but smaller of scale. The medal ceremony team member is involved in the preparation and execution of the medal ceremonies.

Frequently Asked Questions

Q: Do I need to speak multiple languages?

A: No, not necessarily. We expect all our international volunteers to speak minimum English. All additional languages spoken is extra!

Q: How many days do I have to be present?

A: In principle, you are expected to attend the training and are available for all competition days.

Q: How can I apply for a volunteering position?

A: applying is easy! Just fill out the attached application form and send it to ETU! We will contact you then and discuss the next steps.

Q: If I apply, do I automatically get the position?

A: after your application has been reviewed, a skype call with one of ETU's officials shall be planned. Based on the outcome of the interview, ETU can inform you whether or not you are selected.

Q: Do I need to practice taekwondo?

A: No, not at all. During the training, you will learn the basics but to be a volunteer does not require you to have taekwondo knowledge.

Application form President's Cup 2016

Name: _____

Date of birth: _____ Nationality: _____

Gender: male female

Email address: _____

Skype address: _____

Preferred role:

Medal ceremonies team member ETU Services team member

Chaperones Call room team member

Field of play team member Team leader

Experience in volunteering:

Motivation to become an ETU volunteer:

Please send this form to taekwondoetu@gmail.com before **14 February 2016**