

### **Team Liaison: Volunteer Description**

**Title:** Team Liaison

**Area:** Event Operations

**Report to:** Match Operations Coordinator

**Primary Role:** Assist the match operations coordinator and team managers to ensure the event run sheet is followed and any team requests are attended to.

**Accreditation:** Athlete Zone Access (including FOP)

#### **Coordinate with:**

- Team Operations Managers
- Match Operations Coordinator
- Field of Play Supervisor
- Team Managers

#### **Key Tasks & Responsibilities**

- Familiarise yourself with the venue, back of house (BOH), and field of play (FOP).
- Ensure change rooms, warm up spaces and FOP are set up
- Ensure water and ice requirements of teams are met prior to the match
- On arrival, greet teams and show them to their allocated rooms and assist with any ad hoc requests.
- Escort teams around BOH and between the FOP, ensuring teams are following the timings outlined on the event run sheet