

Parking Coordinator (Volunteer)

The Canadian Ultimate Championships (CUCs) 2019 will be held in Edmonton, Alberta, from August 11 to 18, 2019. Divisions of competition will include Juniors, Women, Open, Women's Masters and Open Masters. The Tournament Organizing Committee (TOC) is seeking a Parking Coordinator to ensure that parking flows smoothly and fees are collected as appropriate.

The Canadian Ultimate Championships Tournament Organizing Committee (CUCTOC) will support key volunteer positions with guidance and resources. The Parking Coordinator will be part of a team of Coordinators, all of whom will be expected to support each other through the planning and execution of CUC. As part of an unified team, volunteers can expect a positive and collaborative work environment where the time, ideas, and opinions of all contributors are respected.

Community sports teams can be recruited to provide the necessary volunteers for directing parking and collecting fees. This is a good role for someone who feels comfortable dealing with and preventing traffic jams (literally).

This is an exciting opportunity to build skills and experience in the areas of traffic coordination, volunteer coordination and safety

Responsibilities of the Parking Coordinator

- Create plan for on-site parking and communicate parking restrictions, fees and access through website, player packs and social media
- Create reserved parking for VIPs, Observers and Ultimate Canada staff
- Communicate volunteer needs to Volunteer Director
- Work closely with the finance director to ensure that parking fees are tracked and accounted
- Train and supervise volunteers

Time Commitment

Approximately

- 1 hour per week March to July
- 10 hours in week preceding tournament
- 2-3 hours per day during the tournament
- 2 hours in two weeks following the tournament

Qualifications

- Strong written and verbal communication skills in English (French is an asset)
- Demonstrated reliability and organizational ability
- Reliable transportation to and from tournament venues
- Previous experience with parking coordination is an asset
- Familiarity with the sport of Ultimate in Edmonton is an asset

Supervision

The Parking Coordinator reports to the Field Logistics Manager.

Please submit applications to volunteercuc2019@eupa.ca. Deadline to apply is February 1, 2019.