

SCNC VOLUNTEER JOB DESCRIPTIONS

General volunteer

Seeking individuals with excellent customer service skills and administrative experience to assist with the following:

- Delegate bag preparation (some lifting required)
- Registration desk: dispense accreditation, backpacks and t-shirts upon arrival of provincial/territorial teams, National Technical Committee members, sponsors and exhibitors
- Guide delegates and visitors to receptions and ceremonies
- Direct VIP reception attendees to the Opening/Closing Ceremonies
- Guide delegates and visitors to their respective buses after the Opening/Closing Ceremonies
- Information desk: answer questions, concerns and comments
- Direct delegates and visitors to the registration desk as needed
- Hold seats for medal presenters
- Assist at team groupings during ceremonies
- Assist with school groups; bus arrivals and distribution of materials for students
- Provide assistance in the media centre
- General tasks to be confirmed on-site

Competition Support Volunteer

Competition support volunteers assist the National Technical Committee (NTC) and the National Secretariat (NSEC) and must be able to handle physical labour and standing for long periods of time. These volunteers will help with the following:

- Set-up and teardown of the allocated skill area
- Load, unload shipments and direct the equipment, materials and boxes to the applicable skill area

Skill Area Support by Trade

PPE = Personal Protective Equipment (Mandatory)

10 - Welding

Tasks:

- Install welding screens
- Move welding tables to assigned area
- Dispatch screens to assigned area and create welding booths for competitors
- Unload equipment
- Facilitate teardown post-event

PPE:

- CSA approved safety shoes and work gloves

13 - Autobody Repair

Tasks:

- Place and assemble welding screens
- Assist with placement of welding machines at work stations
- Route air lines
- Unpack boxes of materials
- Help with body shell placement
- Some heavy lifting involved

PPE:

- CSA approved safety shoes, work gloves and safety glasses

15 – Plumbing

Tasks:

- Help unload platforms and spread them in appropriate area
- Help load platforms and put away tools
- Help set-up and move tables
- Help with teardown
- All labour involves heavy lifting

PPE:

- CSA approved safety shoes and safety glasses

16 – Electronics

Tasks:

- Set up and test basic electronic equipment, including: power supply, signal generator scope meter and digital multi meter
- General tasks to be confirmed on-site

PPE:

- Safety glasses

18 – Electrical Installation

Tasks:

- Set-up and teardown of the skill area
- Assist with assembly and disassembly of wood stand walls, including wood cutting and fastening
- Move and arrange materials, spools of wire (up to 50 pounds)
- Load, unload shipments and direct the equipment, material and boxes to the appropriate area
- Heavy lifting involved

PPE:

- CSA approved safety shoes, work gloves, and safety glasses

19 – Automation and Control

Tasks:

- Set-up and teardown of the skill area
- Assist with assembly and disassembly of wood stand walls, including wood cutting and fastening
- Distribution of materials in skill area
- Small tasks such as running cables and installing lights

PPE:

- CSA approved safety shoes, hard hat, safety gloves and safety glasses

26 – Carpentry

Tasks:

- General help to distribute materials during set-up
- Facilitate with teardown of material post-event

PPE:

- CSA approved safety shoes, safety glasses and safety gloves

30 – Aesthetics

Tasks:

- Set-up and teardown of the skill area
- Distribution of material and equipment to each stations

PPE:

- Closed toe shoes

32 – Baking

Tasks:

- Distribution of material and equipment
- Help set-up workstations
- Help build racks and tables
- Help with teardown

PPE:

- Closed toe shoes, hair covering, uniform/coat lap and work gloves

34 – Cooking

Tasks:

- Set-up and teardown of skill area
- Distribution of material and equipment to each stations
- Assist in keeping skill area clean and orderly
- Help cleaning dishes during competition

PPE:

- Closed toe shoes, uniform/coat lap and work gloves.

36 – Car Painting

Tasks:

- Must be a car painting technician
- Assist industry volunteers and suppliers with set-up of their equipment and materials
- General tasks to be confirmed on-site

PPE:

- CSA approved safety shoes and safety glasses

37 – Landscape Gardening

Tasks:

- Dispatch equipment and tools per stations
- Help move materials: base, gravel, soil, stone, wood, plants, etc.
- Facilitate with teardown post-event

PPE:

- CSA approved safety shoes, safety hat, safety glasses, hearing protection, work pants and safety gloves

38 – Refrigeration and Air Conditioning

Tasks:

- Dispatch equipment and tools per station
- Must be capable of using power and hand tools
- Organize waste materials

PPE:

- CSA approved safety shoes, work gloves and safety glasses

50 - Steamfitter / Pipefitter

Tasks:

- Set-up and tear down of skill area
- Load and unload shipments and direct equipment, material and boxes to the skill area

PPE:

- CSA approved safety shoes, safety glasses, safety gloves, and hard hat

Takedown Volunteers

Takedown support volunteers will assist the National Technical Committee (NTC) and the National Secretariat (NSEC) with the dismantling of the Skills Canada National Competition immediately following the conclusion of the last day of competition. Volunteers need to be able to handle physical labour and long days on their feet.

Takedown volunteer opportunities are available in several competition areas.

Tasks:

- Assist the (NTC) and the NSEC with the dismantling competition areas.
- Assist with preparing and accounting of equipment to be shipped
- Assist Skills Canada Technical Support committee with collection of all computers.

PPE:

- CSA approved steel toe safety footwear
- Work gloves (recommended)
- Safety glasses (recommended)