



Volunteer-Program

Welcoming Remark by the Head of the LOC, Mr. Wolfgang Brenscheidt

In September, Germany is thrilled to a big international Basketball competition. The German Basketball Federation and the City of Berlin are proud partners of this great event. Some of Europe's and the World's best Basketball players will come to Germany; many of them are superstars of our wonderful sport. The German Basketball Federation and its national team are thrilled for the 'homegames' and are looking forward to high class Basketball in Berlin.

All over the world, events of such size are only conductible with the voluntary, energetic and highly motivated help of volunteers. And that is why we need you along with your motivation, your commitment and your support to make the EuroBasket a very special event. Be an important part of this competition and contribute to our goal, that this EuroBasket will be remembered for a long time. Your friendly and helpful behavior will have teams and all guests enthuse about Germany as a host. This is what I kindly ask you.

I guarantee you that you will gather unforgettable experiences as well as great memories and that you will meet many interesting people. These impressions will last a lifetime.

So apply as volunteer for the EuroBasket 2015 in Berlin. You will not regret it.

I am looking forward to meet you!



Wolfgang Brenscheidt
Secretary General of the German Basketball Federation and
Head of the Local Organizing Committee of the EuroBasket 2015 Berlin

Proposal and Guidelines

Almost 300 volunteers support the local organizing committee to assure a smooth procedure of the EuroBasket 2015 and to turn the event into a great experience for everybody involved. The volunteers are always involved up-close and are thus able to gather unique experiences.

The volunteers' commitment is crucial to the German and international guest's reception of Germany and the City of Berlin as hosts and how they remember their visit to our country,

Volunteers may be appointed within various fields. Their own skills and interests should be considered if possible. For some fields, previous knowledge is requested and / or restrictions may apply.

The application process is performed via the local organization committee (LOC) of the DBB in Hagen. The data sheet is available via download and needs to be filled out completely. It then has to be attached to the application together with a current photo, a short CV and a short description of the application's motivation. The application can be handed in both via email and regular mail at the LOC.

All applicants must be at least 18 years old.

Other requirements are:

- Interest of exciting meetings, enthusiasm and commitment
- Availability at several (preferably all) game days
- Solid German skills
- Basic knowledge of English (or other languages of the guest nations)
- Valid Identity Card or Passport

Some fields require very good knowledge of English. Solid knowledge of the City of Berlin is crucial to the drivers and the volunteers willing to help at the information points.

The local organizing committee is especially looking forward to meet volunteers that are fluent in one of the guest's nation's language and that are willing to serve the teams.

Deadline for the application is May 29th, 2015.

All applicants will receive feedback until June 15th, 2015 at the latest.

Volunteers that need to attend special schooling prior to the event will be informed and invited at an early stage.

Frequently asked questions

How can I apply?

The application can be carried out by informally to the LOC Office. Within the application, the volunteer may state and argue the interest to serve in a special field (such as team attaché of their own country). The application must contain the complete data sheet, a short CV, a short motivation letter and a current photo.

How old do I have to be?

All volunteers must be at least 18 years old on September 1st, 2015.

Are there special requirements?

Yes. Motivation, Enthusiasm, enough time during the event, solid knowledge of German as well as decent knowledge of English is required. Some fields require solid knowledge of English, too.

Is previous knowledge needed?

No. For some tasks, previous knowledge is not bad but it is part of the idea of the volunteer program that everybody brings in their skills and experience. However, this is not a must.

Which fields can I apply for?

An overview of the different fields is given below in the document.

Until when do I need to hand in my application?

Deadline for the application is May 29th, 2015. Until then the complete documents must be handed in with the LOC Office.

When do I get feedback for my application?

All applicants will receive feedback until June 15th, 2015 at the latest.

Is there insurance?

Yes. All volunteers are covered with liability and accident insurance during their work for the EuroBasket as well as on their way to their work.

Is housing included?

No. From experience, most volunteers stay with friends or relatives closeby during the event.

Do I have to be on stand-by the whole event?

Generally, all volunteers should be available at all game days. As there is only one venue, there will be shifts during the game days which allow the volunteers to watch some of the games.

Do I get paid?

No. Volunteers are helpers on a voluntary basis. Despite the insurance, volunteers receive the following:

- An Accreditation for the complete EuroBasket (without the right for a seat)
- A volunteer uniform
- Catering in the volunteer room
- A certificate
- A souvenir

Can I watch games of the EuroBasket?

Our planning process aims at enabling the volunteers to watch a game from time to time.

Do I get a certificate for my participation?

Yes. Each volunteer receives a certificate for their work with the time and – if needed – the type of work they performed.

Is there a possibility to take vacation for my volunteer work?

For all volunteers employed in Germany, there will be a letter of the DBB President asking for special leave. This letter may also be used by students older than 18. Other certificates may be available at the LOC office upon request.

EuroBasket 2015
LOC Germany
Volunteer-Programm
Schwanenstr. 6-10
D-58089 Hagen

Data Sheet Volunteer-Program

Please write carefully and in block capitals!
Please attach data sheet and photo to the application!

The Volunteer-Program runs from September 4th – September 11th, 2015

Personal Data

Name: _____

First name: _____

male female

Date of Birth: _____

Street & Number: _____

ZIP and City: _____

Telephone: _____

Cell: _____

E-Mail: _____

Identity Card No.: _____

Occupation: _____

Knowledge of Berlin: (very) good little none

Language Skills:

English Italian Spanish Other: _____

Serbian Turkish Icelandic

Availability*: whole event (see above) only from _____.09. 2015 to _____.09.2015

full-time mornings afternoons evenings

*Applicants with availability for the whole event will be preferred



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volunteers@
germany.EuroBasket2015.org
www.EuroBasket2015.org

Driver's license: No Yes, Class(es) and No. _____

Driver's license since: _____

Driver's experience: a lot little none

First Aid Schooling: Yes No

Basketball Reference: not directly Fan Player Coach

Sport Teacher Official Referee (league: _____)

Prior experience in sport events:

Event: _____ Year: _____ Location: _____

Job: _____

Event: _____ Year: _____ Location: _____

Job: _____

Event: _____ Year: _____ Location: _____

Job: _____

Preferred work field (multiple selection possible):

Team Attaché (only full-time) for Team: _____

Guest Service/Information/Hotels Event Office/Accreditation Press & Media

VIPs & Audience Shuttle-Service/Driver Referee Attaché

Venue Management Side Events (possibly outdoor) Judges/Scouting*

* for the volunteers working in Scouting, there is a mandatory workshop in Berlin prior to the event. For the judges there will be a test run on September 4th, 2015 as well as an online tutorial.

Private sleeping berth in Berlin: Yes No (no sleeping berth will be provided!)

Sizes:

Polo Shirt/Jacket: S M L XL XXL

Pants: S M L XL XXL

Shoes: US ____ EU ____

Miscellaneous (Illnesses, food allergies, etc.):

City, Date

Signature

Overview on the fields

Judges/Scouting

Experience on a high and professional level is needed to apply for this field. The volunteers must know the rules, referee signs, game protocol as well as the technical systems and should additionally have solid knowledge of English (to communicate with referees, teams and the technical commissioner). For all scouters there is a mandatory workshop. For the judges there is a test run on the day prior to event start.

Team Attaché/Referee Attaché/Anti-Doping

The volunteers in this field are up-close to the main actors of the EuroBasket. The team attaches are the link between the teams, the referees and the LOC. They are responsible for all matters and questions the team has and they support the team managers in their work. The team and referee attaches are responsible transporting the up to date information. Especially those volunteers speaking the language of the guest nation are demanded here. This is a full-time job and only performable from arrival to departure of the team. The medical team needs support in approaching and accompanying the athletes to the anti-doping facilities. There are no medical skills needed as all the tests are monitored by experts.

Venue Management

This field is very versatile. Anything that the teams might need before, during and after the game as well the accurate condition of the floor will be your responsibility.

Event Office/Accreditation

Collecting and spreading information is a key duty of the LOC. No matter if guests, sponsors or other volunteers, everybody needs the latest information as well as a valid accreditation to have access. Friendly service is especially asked in this field.

Press & Media

Of course, the (international) media representatives also need the latest information, results, box scores and stats. The press and media team needs support in preparing the press conferences and interviews off or right next to the game floor. Equally important are the daily bulletins and the distribution of information. Additional tasks are the management of the press center and the media working room as well as the mixed zone. In this field, solid knowledge of English is needed and if possible other languages.

VIP & Audience

All guests shall feel welcome at the EuroBasket. In this field, volunteers especially help with their friendliness and cooperativeness. From parking to access to the gym to the reception of their accreditation or VIP badge to finally finding their seat – friendly help is always welcome.

Guest Service/Information/Hotels

Of course, all participants and official guests shall feel especially at home. Volunteers in this field shall have solid knowledge of English and – If possible – know their way around in Berlin. The information points in the hotels are the main contact point for the latest information of the event as well as for information on the city of Berlin, its sights as well as free time and shopping options. At the information points the latest information (such as practice schedules, bus times, etc) will be published (info board) and distributed (bulletins).

Shuttle Service/Driver

All drivers must have sufficient experience in driving. Additionally, the drivers should be at least 21 years old and have solid knowledge of English. Knowing their way around in Berlin is helpful but not a must. As the shuttles are mainly used by special guests or officials, the drivers shall be polite and neat at all times.

Side Events

The EuroBasket is of course be accompanied by a fun variety of side events. Games during time outs on the court, management of the fan zone, escort of the mascot or the sports program in front of the gym are only a few tasks within this field. In this field, the love for sports and movement as well as pure enthusiasm is needed.