

Conference Support Volunteer

The **Conference Support Volunteer** will be part of a volunteer team to support the **Summit on Aging Conference** in a wide range of tasks and to create great experience for attendees. We are looking for volunteers who have great interpersonal skills, are friendly, organized, and punctual. Please see below for more details on tasks.

About the 2024 Summit on Aging

The United Way BC Summit on Aging is an event focused on addressing the needs and challenges of older adults in British Columbia. The summit brings together community leaders, service providers, and stakeholders to discuss and develop strategies for supporting healthy aging. The upcoming summit is scheduled to take place **November 6 & 7, 2024** at the Executive Hotel Vancouver Airport in Richmond, BC.



The summit includes workshops, keynote addresses, and panel discussions on various topics such as social prescribing, ageism, emergency preparedness, and caregiver support. It's a great opportunity for networking and learning about innovative approaches to enhancing the quality of life for seniors.

What you will be helping with:

- Meeting room management - check room is organized.
- Manage microphones by giving them to and receiving them from delegates in the audience.
- Help people in and out of the session.
- Seat late entries after the doors have closed.
- Replenish supplies.
- Help with general information and wayfinding.
- Other tasks as required.

Other Helpful Information:

- This role takes place on-site and indoors during the conference.
- Volunteer orientation and training will be provided at the start of your first shift.
- Volunteers will have the opportunity to attend some sessions, and we will do our best to accommodate any requests to attend specific sessions.
- Volunteers are welcome to join conference activities before/after their scheduled volunteer shift.
- Meals and snacks are provided while on shift.
- Parking available on-site, more info to be provided.
- Volunteer T-Shirt provided.
- Volunteers will have a secure place to store belongings, but it is suggested to leave valuables at home.
- **Volunteers are welcome to select multiple shifts.**



United Way
British Columbia

Shift Details

Executive Hotel Vancouver Airport
7311 Westminster Hwy,
Richmond BC V6X 1A3

Available Shifts:

Nov 6, 2024 - 7:30am - 1:30pm (5 Spots)

Nov 6, 2024 - 12:30pm - 4:30pm (12 spots)

Nov 7, 2024 - 8am - 2pm (6 spots)

How to Apply for this Role:

For more information please contact healthyaging@uwbc.ca or call (604) 123-4567. We will be happy to answer any questions or talk to you about formal next steps to volunteer for this role.

Role Last Revised/Created: August 27, 2024

