

### DESCRIPTIONS OF THE ROGERS CUP VOLUNTEER'S COMMITTEES

COMMITTEES & CONDITIONS	TASKS	VOLUNTEERS NEEDED
<b>Accreditation</b> Indoor / Computer skills	Responsible for preparing credential passes on a computer system. Must have basic computer skills.	<b>10</b>
<b>Auction / Tennis Canada booth</b> Indoor	See to the good management of the silent auction. Inform the spectators about Tennis Canada's activities and contests, the "Tennis Matters" foundation and about the features of the new web site.	<b>20</b>
<b>Ballboy</b> Outdoor / Sun / Standing	Ball boys must participate to the selection camp as well as a training camp prior to be a member of the ball boy crew. New ball boys must be between 12 and 15 years old, at August 5 <sup>th</sup> , and returning ball boys must be 17 and under at August 14 <sup>th</sup> .	<b>100</b>
<b>Catering</b> Indoor / Outdoor / Physical effort	Responsible for delivering catering supplies throughout the site.	<b>5</b>
<b>Communications</b> Indoor / Outdoor / Bilingual	Responsibilities includes photocopying press releases, getting information from web sites and answering the phone. Assist official tournament photographer(s) in managing daily photo requirements, including cataloguing and distribution to media and sponsors.	<b>17</b>
<b>Corporate &amp; V.I.P. hospitality</b>	Responsible for greeting and directing guests to their Sky lounges. Responsible of the hosting of the box holders lounge and champions Club.	<b>45</b>
<b>Courts Services</b> Outdoor	Responsibilities include accompanying player's to the tennis courts and from the tennis courts to the players lounge in carts and to display the scores on the secondary courts. Members in this committee must be 18 years old and over. It is possible that we ask for them to be available a few days before the tournament	<b>17</b>
<b>Customer service</b> Indoor / Outdoor / Sun / Shade / Standing	Responsible for making sure that the spectators and guests receive the best services possible and to providing information about the tournament to the public.	<b>10</b>
<b>Finances</b> Indoor / Accounting knowledge	To assist Tennis Canada's Finances team in their daily's duties.	<b>5</b>

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<b>Gofers</b> Indoor / Outdoor / Physical effort	Responsible for delivering material on site and to making relay between the different committees.	<b>15</b>
<b>Green Committee</b> Outdoor / Sun / Shade / Standing / Bilingual / Dynamism	Tennis Canada Green Plan representative. Answering Spectator's questions on-site regarding the environmental actions of the organisation. (recycling, composting, biodegradable dishes, etc)	<b>8</b>
<b>Henri-Rochon lounge</b> Indoor	Responsible for greeting and taking care of Tennis Canada guests, bartending and making sure that the Henri-Rochon lounge is always clean.	<b>8</b>
<b>Information</b> Indoor / Outdoor / Sun / Shade / Standing / Bilingual	Providing tournament information to the public on site and/or over the phone.	<b>50</b>
<b>Locker rooms</b> Indoor	Host and provide services to fulfill the needs of the players and their guests. Make sure they have enough refreshments, food and towels.	<b>13</b>
<b>Official program sales</b> Outside / Sun / Shade / Standing	Responsible for selling and distributing the Tournament commemorative magazine.	<b>18</b>
<b>Pass control</b> Inside / Outside / Sun / Shade / Standing	Responsibilities include verifying credentials for access into restricted areas and helping with crowd control.	<b>85</b> for pass control and ticket takers
<b>Ticket Takers</b> Indoor / Outdoor / Sun / Shade / Standing	Responsible for making sure no one with incorrect tickets or passes is permitted into grounds.	<b>85</b> for ticket takers and pass control
<b>Player hospitality at hotel</b> Indoor / Standing / Bilingual	Responsibilities includes welcoming tennis players at the official hotel of the tournament, to answer their various questions and making sure they enjoy their stay in Montreal.	<b>8</b>
<b>Promotions</b> Outdoor / Sun / Shade / Dynamism	Volunteers on this committee interact with the spectators on behalf of the sponsors: operating contests, special events and give-aways. The volunteers must be 16 and over.	<b>70</b>

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<b>Transportation</b> At least 25 years old / Valid driving licence	Responsible for driving the players, officials and VIPs around the city, between major destinations like the airport, official hotels and tournament site.	<b>96</b>
<b>Ticketing Will Call</b> Indoor	To distribute and receive tickets that are left at the will call.	<b>15</b>
<b>Volunteer's restaurant</b> Indoor / Physical effort	Volunteers are responsible for hosting and overseeing the restaurant during mealtimes by keeping it clean and well stocked.	<b>17</b>
<b>Ushers</b> Outdoor / Sun / Shade / Standing	Responsible for making sure no one with incorrect tickets or passes is permitted into the grounds (minimum age is 18 years old).	<b>340</b>

**VOLUNTEER COORDINATOR / TENNIS CANADA**  
**285, Faillon Street West, Montreal (Qc) H2R 2W1**  
**Phone : (514) 273-1515 ext. 230**  
**Email : benevole@tenniscanada.com**