

Lethbridge Paradise Canyon Open – Volunteer Resources

The Mackenzie Tour - PGA TOUR Canada are thrilled that you are interested in volunteering for the Lethbridge Paradise Canyon Open this year to be held June 18 - 24, 2018.

Here are some things you should know:

- Scheduling preference will be given to volunteers who are available for 4 shifts or a Minimum of 2 shifts.
- Shifts will be 4 – 6 hours depending on the tournament day or job position.

All volunteers are required to purchase a Volunteer Package for \$25, which includes:

- Tournament logo'd Nike golf shirt and hat
- Continental breakfast and a box lunch on the days of your shift.
- Two 4-day complimentary passes to the Tournament (transferable, \$50 value)
- Snacks and water for every shift
- Volunteer grab bag
- Volunteer Wind-Up BBQ

Important Dates:

April 11, 2018: Volunteer Information session 7:00 – 8:30 pm 8:30 – 9:00 pm Q and A

- ENMAX Centre, Canadian Western Bank Lounge

June 4 and 5, 2018: Volunteer Orientation sessions – times to be arranged by Volunteer Chairs

- Location TBD

Advance week: Caddie clinics

- Paradise Canyon Golf Course

Deadline for Volunteer Registration: May 25, 2018

Volunteer Job Descriptions:

OPERATIONS:

Responsible for set-up and removal of tournament infrastructure

Advance week – June 14 – 17, 2018:

- Set-up

June 24 – 25:

- Tear down
- Practice facilities
- Restocking coolers for players and volunteers on tees
- Waste management

MARSHALING:

- Responsible for on-course crowd control
- “Spotters” - assist players with locating tee shots

PLAYER SERVICES:

These volunteers are the main contact between the players and the Tournament staff, and serve to enhance the player experience during the week working closely with the Tour.

- Registering players and providing and explaining the information package
- Organizing shuttles to and from the practice range
- City of Lethbridge Relations Department – information pertaining to the City

TRANSPORTATION SERVICES:

Monday – Sunday:

- Drivers shuttle players (in sponsor-supplied vehicles) to and from their hotel and the golf course
- Pick up supplies from various points in Lethbridge
- Shuttle patrons from off-site parking (at the University of Lethbridge)

PARKING CONTROL:

Monday – Sunday:

- Coordinate on-site parking for players, tournament officials, media and VIPs.

SCORING:

Thursday – Sunday:

a. Scoring - Central:

This is the nerve center of Tournament Scoring. Volunteers in this role communicate with the walking scorers on the golf course and input the information they report into the online scoring program. This group also includes Official Scorers who work in scoring tents and are responsible for verifying the player's 18 hole score at the completion of play.

b. Scoring – Walking Scorer:

Walking scorers record each competitor's shot and report it to Scoring Central. **Proficiency with tablet technology is an asset. Must be able to walk 18 holes.**

c. Scoring – Standard Bearer:

Standard bearers walk with the player group and the walking scorer, and post each competitor's score on a standard for spectators to see. **Must be able to walk 18 holes while carrying a standard supported in a harness.**

d. Scoring - Leaderboard:

Thursday – Sunday:

A leaderboard operator takes information from Central Scoring and posts the top 10 players' scores on the leaderboard for spectators to see. This is an active job and good for individuals who wish to be involved in scoring but would prefer a stationary position.

e. Scoring - Starters:

Thursday:

Starters are required on the first tee on Tournament days. Starters call players to the tee in advance of their times, hand out player scorecards, rules sheets and pin locations and introduce the players on the tee. This job is good for individuals who have a strong, authoritative voice.

HOSPITALITY: Guest Services – Pro-Am - Admissions

Tuesday Pro Am:

- Registration desk, lunch distribution, prep banquet room for prizes and giveaways, collection of score cards

Thursday – Sunday:

- Staffing of Admissions Desk, Information Desk, and Lost and Found
- Registration and Bag drop for the Pro-Am, Sponsor Clinics, and Sponsor Hospitality Tent

HEALTH & SAFETY:

Monday – Sunday:

- Provides First Aid Services to players and spectators, ensuring the safety of guests.

CADDIE MASTER ASSISTANT

Monday:

- Assist the caddie master with organizing and distributing bibs to caddies. Busiest very early in the morning and later in the day on tournament days.

VOLUNTEER SERVICES:

Monday – Sunday:

- Staffing the Volunteer Office
- Food and snack assembly and distribution
- Provide information and directions to volunteers (and others) during the tournament.