



## About the [U.S. Open Netball Championships®](#)



It is our pleasure to welcome you to the largest and most prestigious Netball event in the USA, the U.S. Open Netball Championships®. Since 2009, ladies and mixed Netball teams from around the world compete for the titles of U.S. Open Netball Champion! Netball is a grass-roots sport in the USA, so we have various levels of ability, from highly competitive to social teams. The event aims to develop American athletes, coaches, and umpires.

[WATCH OUR SHORT EVENT PROMO VIDEO](#)

## Friday November 8 - Sunday November 10, 2024

**Location: Arizona Athletic Grounds, 6321 S Ellsworth Rd, Mesa, Arizona, 85212**

The competition will host ladies and mixed categories – ages range from 16yrs and over.

Volunteers are the backbone of Netball America, and we could not achieve our accomplishments without our dedicated volunteers who give so freely of their time.

### BENEFITS

- ✓ Great opportunity to gain experience in the not-for-profit, event management or sporting industries.
- ✓ Gain experience in project management, sponsorship, media and press relations, creating content and assisting with the global broadcast, photography, videography, interviewing and public speaking, etc. We have projects large and small, leading up to the event, during and post event.
- ✓ Opportunity for internship / college / school credits. Looks great on your resume.
- ✓ Volunteering provides opportunities to develop teamwork, communication, organization, and problem-solving skills
- ✓ Grow your network. Our volunteers represent a culturally diverse range of people, including players, coaches, officials, and organizers, which can lead to valuable connections and opportunities.
- ✓ Contribute to the community. Volunteering allows individuals to make a positive impact on the local and global netball community by supporting this event.
- ✓ Help to create a successful and enjoyable tournament can bring a sense of fulfillment and pride in one's contribution.

**VOLUNTEER & INTERN PROGRAM**

**U.S. OPEN NETBALL CHAMPIONSHIPS®**

**24** U.S. STATES

PARTICIPATION RATE OF **4,000**

**14** COUNTRIES

**100** VOLUNTEERS

**JOIN US NOW!**

Netball America

### EXPECTATIONS

- ✓ Positive and helpful attitude
- ✓ Respect for the diversity of all attendees
- ✓ Follow instructions, safety protocols and event policies, and show up as scheduled
- ✓ Responsive to communication requests
- ✓ Willingness to learn and adapt to different tasks / jump in where needed

## VOLUNTEER OPPORTUNITIES

Event planning is already underway, and we need volunteers to join the organizing committee now! The actual event staging onsite in Phoenix/Mesa areas will commence the week of November 4. Various activities are happening this week and depending on your role we may ask you to arrive earlier. The actual Championships venue setup will commence at noon on Friday November 8 followed by team trainings, official trainings, volunteer and team meetings as well as education and Netball development sessions. **Championships will commence at 8 am Saturday morning and event concludes at 3pm Sunday afternoon.**

### EVENT PLANNING/PROJECT MANAGEMENT

- Work as part of the Organizing Committee to manage the event project, schedule, budget and logistical requirements. Stakeholder management [can be done remotely].
- Assist in the post event review and evaluation of the tournament's operations, including strengths, weaknesses, successes, and areas for improvement.

### MARKETING, MEDIA, AND SPONSORSHIP

- Work with the local sports and tourist commission on the event media kit / press release, connect with media outlets and online platforms, work with local event calendars, manage media passes, event newsletters for attendees. Coordinate media coverage and respond to media inquiries for the event. [can be done remotely]
- Social media outreach to promote attendance, registration, volunteer opportunities and engage with attendees, fans, and partners. [can be done remotely]
- Manage PR, press conferences, interviews, and media access at the event. [in person]
- Run the event social media and create compelling content to engage fans, share updates, and promote interviews, images, and results. [in person]
- Brand Management - Ensure consistency in messaging, branding, broadcast and communication strategies across all media channels and platforms to reinforce the tournament's brand identity and values within Netball America. [can be done remotely].
- Conduct research on appropriate partnerships for the event. Assist in setting up sponsor and partner meetings. Tailor sponsor documents and proposal letters as needed.

### EVENT AND MEDIA PRODUCTION

- Create fun campaigns to engage attendees, volunteers, and fans on social media about the event. Coordinate filming and editing to deliver content for social media platforms. [can be done remotely]
- Assist with the Netball podcast, scheduling, and editing. [can be done remotely]
- Create promotional videos/banners using Broll and other footage/videos for social media/broadcast. [be done remotely]
- Design fun banners for use at event, event hotels and other locations promoting the event. [can be done remotely]
- Help run the global broadcast (using Slingshot studio) [in person]
- Create broadcast run sheet [can be done remotely]
- Collate media packages for the broadcast [can be done remotely]
- Coordinate vendors, equipment and media volunteers. [can be done remotely]
- Perform Videography and Photography - the event, the attendees, red carpet etc [in person]
- Be a guest presenter, interviewer, announcers, entertainer and/or commentator [in person]
- Create and maintain the main event run sheet [remotely and in person]
- Media floor manager – Oversee the setup, maintenance and packup of all media equipment [in person]
- Entertainment floor manager – to oversee the arrival/departure of entertainment and timing within the main schedule [in person]
- Technical support – Setup and ensure proper functioning of audiovisual equipment, microphones, walkie talkies, speakers and other technical components to be used during the event. Provide technical support and troubleshooting assistance to address any issues or malfunctions promptly and minimize disruptions to the tournament.

### CONCIERGE

- Assist with team check-in from Thursday Nov 7 through Saturday Nov 9. [in person]
- Be the welcome greeter for teams, volunteers and fans arriving into the venue Fri Nov 8 to Sun Nov 10. [in person]
- Help prepare registration and thank you gifts for participants. [in person]
- Hand out registration packets for teams and ensure their checklist of items have been completed. [in person]
- Be a welcome greeter at the airport. [in person]
- Have all the details about local food, medical centers, pharmacies, emergency contacts, knowledge of venue layout etc to assist participants. [in person]

## **VOLUNTEER COORDINATOR**

- Schedule volunteers to shifts and help manage the schedule. [can be done remotely]
- Set up volunteer pre-event meetings to review schedules. [can be done remotely]
- Coordination of information needed from volunteers. [can be done remotely]
- Oversee volunteer check in, hand out volunteer shirts, thank you gifts. [in person]
- Coordinate ordering and scheduling of lunch for all volunteers. [in person]

## **UMPIRES**

- We are looking for qualities that extend beyond just umpiring. The American Netball environment requires umpires to have the ability to adapt their umpiring to American standards and jump in to assist where needed. For a lot of the athletes, this is the only tournament they play throughout the year, so they will need assistance and guidance on certain protocols/rules, so please adapt your umpiring. There will be a wide range of ability levels (aerial playing styles) and players of all genders. Requirement of a UK/Europe/OZ/US National B Badge or above.
- Umpiring matches according to the tournament rules and regulations.
- Attend the mandatory virtual training sessions/meetings leading up to the event [can be done remotely/via playback]
- Attend the mandatory in person training session on Friday November 8<sup>th</sup> – approx. time 1pm [in person].
- Responsive communication using the event app and other requests. [remotely and in person]
- Arrive 10 mins in advance of assigned court. [in person]
- If injured (not seriously), we will allocate you to another position (ie scoring, timing, etc). [in person]
- Report to the Umpire coordinator in advance to receive the tournament uniform and your umpire schedule. [in person]
- The tournament uniform provided must be worn for all ceremonies and when umpiring, otherwise umpire will not take part. [in person]
- Be responsible for knowing the umpire bus transfer timetable. [in person]
- Confirm the score with the teams at the end of game and ensure scoresheet signoff and that the score is posted to the correct team. Confer with team captains if necessary. [in person]
- Know who and where the event medics are located should they need to be called to your court. [in person]

## **SCORERS**

- Create the score schedule and assign scorers to games. [can be done remotely]
- Attend the planning call prior to the event. [can be done remotely]
- Review the tournament rules / attend the manager/umpire meetings to understand how the game play / timing is scheduled / who is allowed on benches / score sheet completion. [in person]
- In person scorers and timers to attend score table setup and training on Friday November 8 from 12pm.
- Record and update the game scores through the match accurately. One scorer will record on the scoresheet while the other scorer records it on the electronic scoreboard. For Court 1 there will be an additional scorer to update the score for the broadcast. [in person]
- Confirm the score with the teams/umpires at the end of game and ensure scoresheet signoff and that the score is posted to the correct team. Obtain team captains sign off on final scores. [in person]

## **TIMEKEEPERS**

- Attend the planning call prior to the event. [can be done remotely]
- Review the tournament rules / attend the manager/umpire meetings to understand how the game play / timing is scheduled / who is allowed on benches / score sheet completion. [in person]
- In person scorers and timers to attend score table setup and training on Friday November 8 from 12pm. [in person]
- Manage the game clock and ensure accurate timing of quarters, halves, timeouts, etc. in accordance with the tournament rules. [in person]
- Alert officials, players, and coaches of remaining time in each period and notify them of timeouts and breaks. [in person]

## **BALL PERSONNEL**

- Provide oversight or the tournament balls, inflation/deflation as well as monitor during game breaks. [in person]
- Provide courtside assistance to catch or chase runaway balls. [in person]
- Ensure each court has the allocated number of balls and that they stay at the court. [in person]
- Running the scoresheets to/from the operations table to the score tables. [in person]

## VENUE MANAGEMENT

- Setup and oversee signing, seating arrangements, banner placements. Runs from noon to 5pm on Friday [in person]
- Ensure compliance with safety regulations, venue policies, and local laws to maintain a secure and comfortable environment for everyone. [in person]
- Packing up and tear down of the courts/equipment. Runs from noon to 5pm on Sunday. [in person]

## EVENT SECURITY

- Follow protocols to ensure safe arrival / entry / departure of VIPs and participants.
- Monitor spectator and team bench areas, entrances, and exits to ensure crowd control, compliance with venue rules, and a safe environment for all attendees.
- Coordinate activities with the local venue security and local police and respond to concerns by participants.
- Respond promptly to any disturbances, emergencies, or medical incidents in collaboration with security personnel, medical staff, and event organizers.
- Drive the volunteers and participants to/from event venue / hotel / airport

## MEDICAL TEAM

- Assist the medical team where needed, to help monitor courts and whether a medic is required, fetch equipment or items needed such as ice packs, document injuries treated. [in person]
- Maintain readiness and capability to respond to medical emergencies and coordinate with emergency medical services (EMS), paramedics, and hospital facilities for rapid transport and advanced care if needed. [in person]
- Research local pharmacies, outpatient and hospital address, locations, directions. [can be done remotely]
- Scheduler to create team massage schedule and medical team schedule. [can be done remotely]
- Qualified medical team needed (whether EMT, sports trainers, nurses etc). [in person]
- Masseuses needed. [in person]
- Educate players, coaches, and support staff about injury prevention strategies, warm-up routines, hydration, nutrition, and proper equipment use.[leading up to and at the event]

## WHAT NETBALL AMERICA WILL COVER

- ✓ 3 nights' accommodation at the event hotel for international full-time volunteers OR 2 nights' accommodation for US full-time volunteers, based on twin share\* (2 x double beds). \*Own room is available, and you will be responsible for the other 50% share. This covers lodging and taxes only. Volunteers will need to have a credit card to cover incidentals. We may ask volunteers to arrive earlier/stay later to assist with activities, in this case we will ask you in advance and inform you of additional nights we will cover. An event booking link will be available for you to book the event hotels to come in earlier/stay later for sightseeing. This booking link must be used to secure the reduced rate, linkage to your volunteer room as well as event hotel benefits.
- ✓ Transportation to/from the volunteer hotel and the tournament venue per the schedule set and provided in advance. If you miss your scheduled time you will need to make and pay for your own way to/from the venue/hotel if there are no more volunteer shuttles with any room. If you elect to take an uber/taxi/lyft and not one of our shuttles, then this is at your own expense.
- ✓ Transportation to/from the airport to volunteer hotel between official event times of Thursday November 8 and Sunday evening November 10. A schedule with your pickup/drop off time will be provided in advance. If you elect to take an uber/taxi/lyft and not one of our shuttles, then this is at your own expense. If we ask you to come in earlier / stay later to assist with volunteer duties, we will provide transportation.
- ✓ Free breakfast at the volunteer hotel.
- ✓ Lunch, drinks and snacks will be provided during volunteer hours.
- ✓ Welcome gift.
- ✓ Opportunity to participate in the Road to the US Open Virtual series and in person Friday afternoon events.
- ✓ Opportunity to be on the broadcast and highlighted in our social media campaign leading up to the event. Court 1 is telecast free globally.
- ✗ Flight and visa costs are the responsibility of the volunteers. The closest airport is Phoenix Sky Harbor International Airport (PHX). Countries like Australia and UK offer a visa waiver program (travel up to 90 days) [Visa Waiver Program Requirements | Homeland Security \(dhs.gov\)](#) in which you can apply online through ESTA - [Official ESTA Application Website, U.S. Customs and Border Protection \(dhs.gov\)](#).

**[APPLY TO BE A VOLUNTEER NOW](#) – include a short reason why you want to join our team!**