

## **Role Description**

Volunteer Role (title):	Hospitality Team Member
Functional Area:	Protocol and Hospitality
Brief Role Description:	Welcoming and hosting guests during Championships receptions and events
Key Responsibilities:	<ul> <li>Welcome Desk/reception</li> <li>Helping with escorting guests to Medal Ceremonies</li> <li>Showing guests to their seats</li> <li>Maintaining the look and feel of the lounge/seating areas</li> <li>Providing assistance to guests on an ad-hoc basis</li> </ul>
Skills Required:	<ul> <li>Customer service</li> <li>Attention to detail</li> <li>Clear oral communication</li> <li>Friendliness</li> <li>Discretion</li> <li>Professionalism</li> </ul>
Desirable Skills:	<ul><li>Experience working in guests services</li><li>Language skills</li></ul>
Based at:	Emirates Arena
Dates required:	From 27 <sup>th</sup> March — 5 <sup>th</sup> April 2020 The shifts will be approximately 8.5hrs in duration Please note you must be available throughout this period and to attend one day training prior to this