

Role Description

Volunteer Role (title):	Transport Team Member
Functional Area:	Accommodation and Transport
Brief Role Description:	The Accommodation and Transport functional area is responsible for delivering ground transport services for the LEN European Short Course Championships, including transport for Member Federations, VIPs, Technical Officials, Broadcast, Media and Workforce. The transport team will deliver on-time services and facilitate the smooth and safe movement of key client groups between their arrival and departure hubs, official hotels and at Tollcross International Swimming Centre, enhancing their experience of the Championships.
Key Responsibilities:	<ul style="list-style-type: none"> • Meet and greet at Glasgow International Airport • Shuttle Bus Service • Luggage services • Following Lost Luggage procedure • Liaising with Hotels • Manage Fleet Cars • Driving • Manage Transport Desk • Manage Booking System • Traffic Communication Information • Managing shuttle services pick up and drop off points
Skills Required:	<ul style="list-style-type: none"> • Time Keeping • Local knowledge • Good Communication • Problem Solving • Clean Driving License • Minimum of three years driving experience • Organised
Desirable Skills:	<ul style="list-style-type: none"> • Experience working in transport services • Basic knowledge of Glasgow's road network • Languages
Based at:	Various locations; official hotels, Glasgow International Airport and Tollcross International Swimming Centre
Dates required:	From 30 November – 10 December 2019



LEN EUROPEAN SHORT COURSE
SWIMMING CHAMPIONSHIPS 2019

	Please note you must be available for at least 5 shifts within this period and to attend 1 day training prior to this.
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