



Volunteer Role: Venue Team Security and Essential Services Lead

Reports to: Venue Team Lead

Pjila'si! We're saving you a seat!

Do you seek new experiences and friendships? Are you passionate about sport or learning about Indigenous cultures? Join the North American Indigenous Games 2023 as we help the Mi'kmaw Nation prepare to welcome over 5,000 Indigenous youth from across Turtle Island (North America) from July 15 to 23, 2023. We're looking for individuals who are eager to make an impact by joining our volunteer team of 3,000 community minded leaders. We want everyone to feel that they belong and you can help. NAIG 2023 is organized and executed by the NAIG 2023 Host Society, which is a not-for-profit organization and the employer of this opportunity.

What's involved?

The Security and Essential Services Lead is an essential part of each Venue Team (VTeam), with the responsibility of the overall planning, organizing, and implementation of a security, and access control plan for their specific venue. The role of the Security Lead is to provide a safe and secure environment for all athletes, coaches/managers, officials, media, VIPs, Games staff, volunteers, and spectators, as well as ensuring the security of all venue equipment. Although Police and security planning must be closely intermingled, there will be two parallel committees. Law Enforcement issues will be solely determined by the Police, whereas the Security lead will be responsible for all other aspects not requiring a sworn police officer. This will include but is not limited to crowd control, traffic direction, perimeter security, and access control

Time commitment and responsibilities:

Pre-Games (September 2022 - July 2023):

- 7-10 hours monthly for Venue Team meetings (including planning and coordination of meetings), of which will ramp up to weekly in the two months leading up to the Games
- Attendance at Mission staff and Executive Meetings may be required
- Involvement in development of venue site plans, volunteer requirements, emergency plans, refinement of operating plan
- Required to meet and liaise with Security Chair and all VTeam leads to ensure effective and efficient delivery of the overall security plan including venue access control procedures

- Ensure proper space for Police, contract and volunteer security personnel to allow them to conduct their site duties
- Collaborate with VTeam Lead regarding proper signage of an identified Security Office throughout the venue
- Ensure dedicated telephone availability and access in the Security Office, for outgoing calls only
- Training of venue specific volunteers

Games-Time (July 15-23, 2023):

- Availability for the duration of the Games (including bump-in/out), and for 3-5 days post-Games for assist with Venue decommissioning
- Work with VTeam Lead and Venue Fit-Out & Decommissioning Rep to ensure that the Security Office has adequate power and number of outlets to accommodate specialized equipment.
- Responsible for ensuring that any unoccupied office space within the venue is locked and a dedicated key holder is on site.
- In collaboration with Transportation Lead, Ensure easy accessibility for all emergency vehicles, with the access way clearly marked and obstruction free.
- On-site coordination of venue including: daily security checks, spectator seating, lost/found, and managing all functional area volunteer groups
- Liaise with Venue Fit-Out & Decommissioning team regarding last minute requirements

Expected start date: Fall 2022

What skills and qualifications are an asset?

Above all else, we require that all our volunteers have a desire to support and celebrate Indigenous youth as they pursue excellence in sport.

- Experience in facility crowd management and security positions
- Leadership experience either in volunteer roles or in a workplace setting
- Previous experience working with and directing volunteers
- Demonstrated respect for diversity and inclusion
- Experience leading committees or groups and building a productive and collaborative team
- Ability to communicate in an effective and kind manner both in person and in written formats
- Highly responsive, thoughtful, and forward thinking
- Proven event planning and organizational skills
- Ability to make quick, sound decisions in difficult or stressful situations
- Able to lift up to 30 lbs and spent extended period of time standing (accommodations can be made if required)
- Leadership positions are required to be a minimum of 18 years of age

Ability to speak French or other languages is considered an asset but is not a requirement.

We are looking for Security and Essential Services Leads for both Competition Venues and Accommodations Venues.

I'm interested, how do I apply?

Please send a resume and letter of interest to the Volunteer Services Manager, Alex Cherry at

volunteer@naig2023.com