



2008 VOLUNTEER DESCRIPTIONS



At least 1,000 volunteers are needed from August 11-17, 2008. Below is a brief description of various volunteer opportunities available. Keep in mind that additional duties may be required as needed. For more information, please contact the Tournament Office at (585) 325-7760 x3404 or visit our web site at www.xeroxclassic.com

PRE-EVENTS

Volunteers are needed October through August of each Tournament year to help with various Tournament operations, including bulk mailings, public relations, deliveries etc. **No uniform required for this position.**

ADMISSIONS / INFORMATION CENTER

Dates needed: Aug. 12 - 17 (Times: TU 12N-5p; WE 10a-2:30p, 2:30p-6:30p; TR - SU 7a-12:30p, 12:30p-5p)

Responsible for ticket sales at admission gates, for daily passes and clubhouse tickets and will call. **This position is stationary and does not require much walking.**

BLEACHER AND SKY BOX MONITORS

Dates Needed: Aug 16-17 (Times: TR - SU 8a-12p, 12p - 5p)

This position will monitor the Bleachers on the 18th hole and the Sky Boxes to ensure the safety guidelines are followed. **This position is stationary and does not require much walking.**

COURSE ROVERS

Dates needed: Aug 14 - 17 (Times: TH - FR 7a-11a, 11a - 3p, 3pm - 7p; SA - SU 7a-12p, 12p - 5p)

Deliver volunteer to their assigned work areas, deliver lunch/water to volunteers and media personnel on the course. This position requires knowledge of Irondequoit Country Club and proper golf etiquette. **You must know how to drive a golf cart and be at least 16 yrs of age.**

CROSSOVER GUARDS

Dates needed: Aug 14 -17 (Times: TH-FR 7a-12p, 12p-5p; SA-SU 7a 12p, 12p till end of round)

This position will monitor the crossovers areas throughout the course and allow patrons to cross fairways when play permits. **This position is stationary and does not require much walking, knowledge of golf is helpful.**

ELECTRONIC SCOREBOARD SET UP AND BREAKDOWN

Dates needed: Aug 12, (Times: 7a-1p and Aug 17 3p-7p)

This position is very physical. You will assist the PGA Tour Officials in set up/take down of the Electronic Scoreboards out on the course. **This position does not require a uniform.**

FINISHING TENTS

Dates needed: Aug 14 - 17 (Times: TH & FR 11:00a - 2:30p, 4:00p - end of round; SA & SU 11a - end of round)

Verify scorecards of players and walking scorers on Hole 9 and 18. Assist with Marshalling Volunteers and with supervision of Runners. **This position is stationary and does not require much walking.**

FINISHING TENT - RUNNERS

Dates needed: Aug. 14 - 17 (Times: TH & FR 11:00a - 2:30p, 4:00p - end of round; SA & SU 11a - end of round)

This is considered a physical position, it involves running player scorecards from the finishing tents to the PGA TOUR TRUCK and leader board.

THE GOLF CHANNEL

Dates needed: Aug 14 - 17 (Times: One shift 11a - 4p everyday, must be able to do all four days)

All Golf Channel volunteers will be assigned to perform one of two tasks, as each task offers the volunteer the chance to get involved in the telecast. The volunteers will be divided up on the morning of the first air day by the Golf Channel's scoring/spotting coordinator, and or the volunteer coordinator based on preference and need.

Microphone Operator-Ten volunteers will be assigned to operate a microphone. After they are geared up in the compound with a headset and microphone, they are shuttled out to their positions on the course where they will remain stationary as the groups come through. As each group of players approach their shots, the microphone operator will be positioned to collect the sound from the shot. They will be trained to know exactly how to perform their task. This job is for someone who would rather not walk as much, who would rather not get involved in the detailed communication process, and or someone who doesn't understand the game of golf very well.

Scoring / Spotting Coordinator-The remainder of the volunteers (13-15), will be walking scorers and spotters. These individuals will be assigned to a group, follow that group, and call in their scores at the completion of each hole via radio. They will also, and most importantly, observe their group as they play, and answer questions that I ask them regarding that group during the course of play. These people will also be trained long before we go on air. This position is for someone who is willing to do some walking, and who understands the game of golf.

PLAYER REGISTRATION/PLAYER RELATIONS

Dates needed: Aug 11- 17, (Times: MO-WE 8a-12:30p, 12:30p-5p, TH-SU 7a-12p, 12p-5p)

Staffing the Player Registration Desk, register players and distribute tournament information. Oversee Player dry cleaning drop off and pickup, Thurs – Sun. Must have good customer services and communications skills. **This position is stationary and does not require much walking. Must be at least 21 yrs of age.**

MAIL ROOM or TOURNAMENT OFFICE ASSISTANT

Dates needed Aug 4 – Aug 18, (Times: 9a – 1p, 1-5p everyday and WE – SA 5p -8p)

Provide mailroom and phone answering support in the tournament trailers at Irondequoit Country Club the week before the tournament and the actual tournament week. Wed – Sat of tournament week from 5p-8pm, to monitor phones and answer questions about tee times. **This position is stationary and does not require much walking.**

MARSHAL

Dates needed: Aug. 14 - 17 (Times: Morning: 7a – 1:00p Afternoon: noon – end of round)

The marshal's responsibilities consist of providing control over the gallery, ball spotting, rope and gate maintenance for every hole and moving throughout the course during every day of tournament play. **This is a standing and/or walking position. May bring a folding chair to sit in. This position requires knowledge of golf.**

MEDIA ROOM

Dates needed: Aug. 11 - 17 (Times: MO-TU-WE 9a – 1p, 1p – 5p; TH-SU 7a-11a, 11a – 3p, 3p – 6p)

Positions involve registering the media, answering phones, taking messages for players and media, faxing news releases, and assisting the Nationwide Tour media director and staff. **This position is stationary and does not require much walking.**

PLAYER TRANSPORTATION COMMITTEE

Dates needed: Aug. 11 -17 (Times: Morning: 6:30a-12:30p, Afternoon-12:30p-5:30p, Evening 5:30p-8:30p)

Transport golf professionals to and from the Tournament. Courtesy car provided. **Must be at least 18 yrs of age with a valid drivers license.**

PRO-AM

Dates needed: Aug 12-13 (Times: TU 4p-8p, WE 6a-11a, 11a-3p, 4p-7p)

Assist with amateur registration, gift bag assembly, and distribution prior to play and/or at the Pairings Party Tuesday evening.

RANGE ATTENDANT

Dates needed: Aug. 12 - 17 (Times: TU – SA 6a – 11a, 11a – 4p, 4p – 8p; SU 6a – 12N)

Volunteers will prepare and man the driving range, setup name signs and holders. In addition, volunteers will pick up, clean and redistribute golf balls. **This position requires you to be on your feet the entire shift.**

SCORING CENTRAL

Dates needed: Aug. 14– 17 (Times: Morning 7:00 a-1:00p Afternoon: 12:00p-7p)

The inside communication center that ties the PGA Rules Officials, volunteer organization and the PGAtour.com Internet site together for scoring of the tournament. Computer experience necessary. **This position is stationary and does not require much walking.**

STANDARD BEARER

Dates needed: Aug. 14 - 17 (Times: Full Round – approximately 4-5 hrs)

This is considered a “physical” position, as you will carry a sign for an entire round of golf. You will be inside the ropes, with the players. **This is a physical position, must be able to walk 18 holes carrying a sign. *This position works with the Walking Scorer, and is a great position to team up with a friend or loved one.***

TOURNAMENT TRANSPORTATION COMMITTEE

Dates needed: Aug. 12 - 17 (Times: 6a–11a, 10:30a–4:30p, 4p-1 hour after play)

This position includes, but is not limited to, controlling traffic going in and out of the official designated parking lots at Nazareth College, directing traffic, parking vehicles, monitoring parking lots and transporting volunteers to and from the Volunteer Tent. **Must be at least 18 yrs of age with a valid drivers license.**

VOLUNTEER OPERATIONS

Dates needed: August 12 -17 (Times: TU-WE 9:30a-1:30p, 1:30p-5:30p TH-SU 6:30a-11a, 11a-3:30p, 3:30p-7p)

This job consists of uniform distribution; facilitating shift changes, volunteer check-in, covering for illness, no-shows, volunteer refreshments and appreciation party.

WALKING SCORER

Dates needed: Aug. 14 - 17 (Times: Full Round – approximately 4-5 hrs)

Walking Scorers must be available to work an entire round and walk entire 18 holes wearing a fanny pack with a palm pilot, data radio, battery pack, and voice radio with his/her assigned contestant. A thorough knowledge of golf is necessary for this position as scoring includes recording statistic. **This is a physical position, must be able to walk 18 holes. Must be at least 18 yrs of age. *This position works with the Standard Bearer and is a, great position to team up with a friend or loved one.***