



Day of Event Volunteer Details: Summer Games

Event: Special Olympics Iowa- Summer Games

Event Volunteering Information:

- Open to the public
- Anyone who signs up using our online registration at www.soiowa.org/volunteer will receive an email one week prior to the event with volunteer and event information.

Volunteer Questions:

- Questions about volunteering can be answered up until 4:30pm on the Tuesday of the week of the Summer Games event. You can contact us by:
 - Emailing the contact for this event found on www.soiowa.org/volunteer page or on the sign up form
 - Emailing Volunteer1@soiowa.org
 - Calling the SOIA state office at 515-986-5520
 - Please refer to our website for helpful information www.soiowa.org/volunteer
- After that Tuesday at 4:30pm the state office staff will be out of the office preparing for the event with no/little access to email and no access to our state office phone.
- State office hours for calling: Monday-Friday 8:30am-4:30pm



Who can volunteer?

This is the largest Special Olympics Iowa event. It requires several volunteers throughout the three days of competition.

- **Individuals**- Sign up just yourself or maybe you and a few friends or family members! Choose the same volunteer assignment slot as to be at the same position as your friends/family members!
- **Groups**- Companies, work places, schools, activity groups, church groups, sports teams, or any other types of larger groups are welcome to sign up to volunteer! We try our best to accommodate large groups by keeping members together as best we can.
- **Age Restrictions**- We welcome families with children and school age students to volunteer! We typically say children 10 and up who come with an adult chaperone are best suited to volunteer at a Special Olympics Iowa event. However, we do make exceptions on a case by case basis. School groups or classes are welcome to come with a suitable number of chaperones for your group.
- **Students**- We welcome students to join us! If you need verification of volunteer hours for school, you can find an Event Director the day of the event to sign a form, email your questions to the contact for this event found on www.soioowa.org/volunteer page, or call the state office at 515-986-5520
- **Employees**- Does your work place designate paid time off for volunteer hours? Come volunteer with us! If you need verification of volunteer hours for work, you can find an Event Director the day of the event to sign a form, email your questions to the contact for this event found on www.soioowa.org/volunteer page or call the state office at 515-986-5520
- **Mobility/Activity Accommodations**: If you have mobility restrictions and would still like to volunteer, we are happy to accommodate you by assigning you to an appropriate volunteer position. Please communicate your needs with the event director the day of the event. See the volunteer assignment descriptions section below, email your questions to the contact for this event found on www.soioowa.org/volunteer page or call the state office at 515-986-5520



What is Summer Games?

Summer Games Competition Information:

More information on Special Olympics Iowa Summer Games athlete competition can be found by clicking on this link: www.soiowa.org/statewide-competitions then by clicking on the Summer Games tab. View our Summer Games Handbook on this site! More in-depth details and athlete schedule with times can be located at the link above.

Sports & Events:

Thursday

- Bocce
- Cycling
- Soccer/Soccer Skills
- Tennis
- Track & Field- Race Walk only
- Opening Ceremonies

Friday

- Bocce
- Tennis
- Track & Field- Running events, throwing events, jumping events
- Olympic Festival
- FIT Program & Healthy Athletes

Saturday (Morning only)

- Track & Field-Running events only



When & Where?

Date and Times:

- May
- Thursday & Friday 7:30am- 12noon OR 12noon-5:00pm OR all day shift
- Saturday 8:30am-1:00pm
- See www.soioowa.org/volunteer for specific dates & times for this year.

Locations:

Iowa State University Campus- Ames, IA

Volunteer Check-in Locations:

- Please go to Volunteer Check-In first thing after you park.
- **Thursday**- Volunteer Check-In will be in Lot S6 (In the tent east of Jack Trice Stadium). After you check-in proceed to the shuttle service.
 - **Map:** [Click Here](#)
- **Thursday**- Opening Ceremonies will be in Hilton Coliseum
 - **Map:** [Click Here](#)
- **Friday**- Volunteer Check-In will be in Lot S6 (In the tent east of Jack Trice Stadium). After you check-in proceed to the shuttle service.
 - **Map:** [Click Here](#)
- **Saturday**- Volunteer Check-In will be in Lied Rec. Center (Racquetball Courts). No shuttle.
 - **Map:** [Click Here](#)



Event Locations:

- Please do not park at the location of the events. See parking information section.
- **Cycling**- Iowa State Center Parking Lot (Outdoors near Hilton Coliseum & Jack Trice Stadium)
- **Bocce**- Southeast Recreation Complex (Outdoors across the road from Jack Trice Stadium)
- **Developmental Sports**- Forker Building (Indoors near Lied Recreational Center and Forker Tennis Courts)
- **Olympic Festival**- Lied Recreational Center Parking Lot (Outdoors)
- **Opening Ceremonies**- Hilton Coliseum
- **Soccer/Soccer Skills**- Lied Recreational Center (Outdoors in the east soccer fields)
- **Souvenir Sales**- Lied Recreational Center Parking Lot (Outdoors)
- Swimming- Beyer Hall (located near the corner of Sheldon Avenue & Union Drive)
- **Tennis**- Forker Tennis Courts (Outdoors right across Lied Recreational Center)
- **Track and Field**- Lied Recreational Center (Indoors- Running events & jumps; Outdoors- Throwing events)

Campus Map

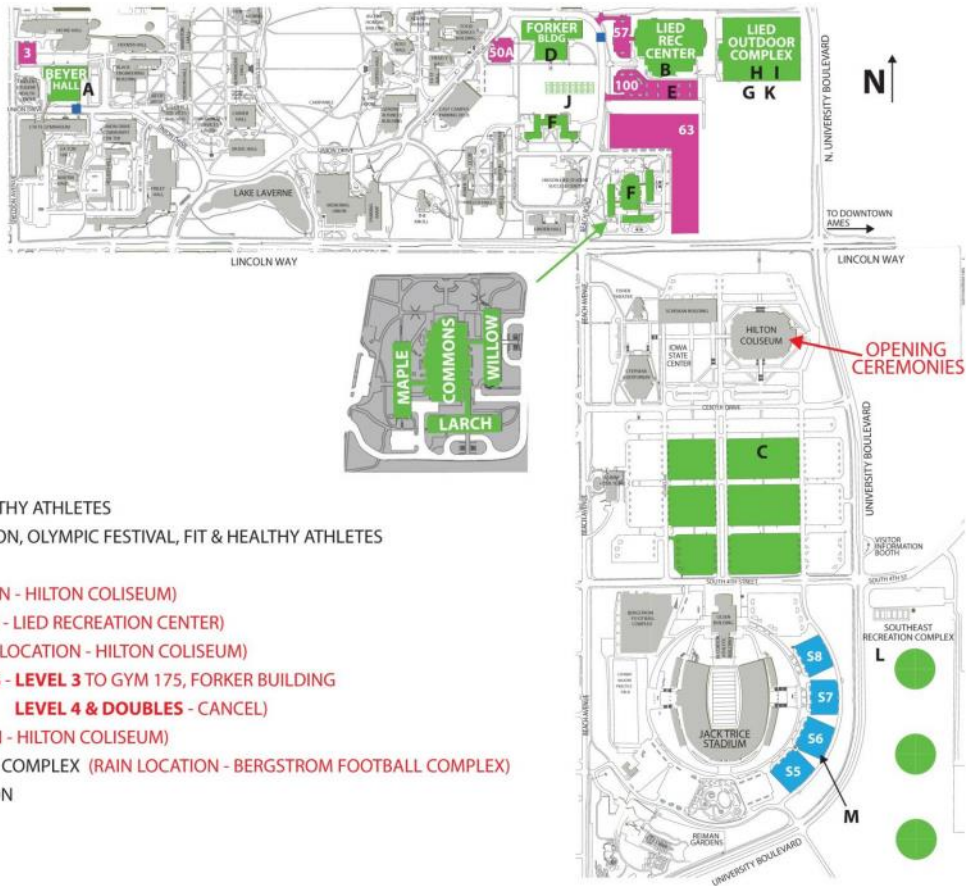
PARKING

PERMITS ARE REQUIRED
THURSDAY/FRIDAY

VENUES

SHUTTLE

IOWA STATE CENTER SHUTTLE
STOP = LOTS S8 - S6



- A) SWIMMING
- B) ATHLETICS
- C) CYCLING
- D) DEVELOPMENTAL & HEALTHY ATHLETES
- E) DELEGATION REGISTRATION, OLYMPIC FESTIVAL, FIT & HEALTHY ATHLETES
- F) RESIDENCE HALLS
- G) SHOT PUT (RAIN LOCATION - HILTON COLISEUM)
- H) SOCCER (RAIN LOCATION - LIED RECREATION CENTER)
- I) SOFTBALL THROW (RAIN LOCATION - HILTON COLISEUM)
- J) TENNIS (RAIN LOCATIONS - **LEVEL 3 TO GYM 175, FORKER BUILDING**
LEVEL 4 & DOUBLES - CANCEL)
- K) MINI JAV (RAIN LOCATION - HILTON COLISEUM)
- L) SOUTHEAST RECREATION COMPLEX (RAIN LOCATION - BERGSTROM FOOTBALL COMPLEX)
- M) VOLUNTEER REGISTRATION



How do I volunteer?

Volunteer Sign Up:

- Sign up using our online registration and you're good to go!
- Volunteer sign up can be located at www.soiowa.org/volunteer at the right hand column under "Register to Volunteer."
- We encourage everyone to register on our online sign up prior to coming to volunteer at the event. The sooner the better!

Volunteer Assignments:

- You will select your volunteer slot/assignment when you sign up on the volunteer registration.
- Volunteer slots/assignments are on a first come first serve basis. Sign up the sooner the better!
- If you are a part of a group and you wish to volunteer together, you can sign up for the same volunteer slot/assignment.
- If you are a part of a group and you wish to change volunteer assignments with someone in your group, please coordinate with your group leader/main contact for your group.
- Your volunteer positions may shift slightly from your requested assignment due to volunteer numbers and the assignment process. Please be prepared to be flexible. Thank you.



Volunteer Assignment Descriptions:

- **Sport Assistant-** Volunteers will be assigned a more specific job the day of the event and will be under the direction of the designated Sport Event Director. Specific sport jobs include escorting athletes from the staging area to their event, staging athletes for their event by organizing athletes into their assigned heats, measuring throws or jumps, timing races, keeping score, tennis/shot put/softball ball retrieving, long jump raking, or other related roles.
- **Award Assistant-** Under the direction of the Awards Event Director, volunteers will assist in organizing medals/ribbons, presenting athletes with their awards and other related roles.
- **Track/Race Walk Marshal-** Under the direction of the Track and Field Commissioner, John Anderson, volunteers will secure the start and finish area, assist with enforcement of competition rules, and other related roles.
- **Track and Field Congratulator-** Under the direction of the Sport Event Director, volunteers will assist with positions that need filled at their designated event and congratulate athletes at the finish line or event.
- **Pentathlon Assistant-** Under the direction of the Pentathlon Event Director, volunteers will serve as an escort for the athletes competing in the Pentathlon. You will escort the athletes to each of the five events and back to the starting area and other related roles.
- **Souvenir Assistant-** Under the direction of the Souvenir Sales Event Director, volunteers will assist with souvenir sales, help athletes pick out items, handle money and credit cards and other related roles.
- **FIT Program Assistant-** Under the direction of the FIT Program Director, volunteers will help test athletes in various fitness skills, escort athletes to and from stations and other related roles.
- **Hospitality Assistant-** Under the direction of the Hospitality Event Director, volunteers will assist with snacks and lunches and other related roles.
- **Traffic Assistant-** Under the direction of the Traffic Event Director, volunteers will assist with directing volunteers, athletes, parents, fans to various locations, directing the shuttle buses that drop off athletes and volunteers, and other related roles.
- **Information Assistant-** Under the direction of the Information Director, volunteers will assist with directing volunteers, athletes, parents, fans to various locations and answer questions



Day of Event Information

Day of Event Volunteer Check In:

Volunteer Check-in:

- Please go to Volunteer Check-In first thing after you park.
- **Thursday-** Volunteer Check-In will be in Lot S6 (In the tent east of Jack Trice Stadium). After you check-in proceed to the shuttle service.
 - **Map:** [Click Here](#)
- **Thursday-** Opening Ceremonies will be in Hilton Coliseum
 - **Map:** [Click Here](#)
- **Friday-** Volunteer Check-In will be in Lot S6 (In the tent east of Jack Trice Stadium). After you check-in proceed to the shuttle service.
 - **Map:** [Click Here](#)
- **Saturday-** Volunteer Check-In will be in Lied Rec. Center (Racquetball Courts). No shuttle.
 - **Map:** [Click Here](#)



Day of Event Parking:

- **Thursday-** Park in Lots S6, S7 or S8, (East of Jack Trice Stadium). Proceed to Volunteer Check-In.
- **Thursday Cycling volunteers-** Park in lots S, A or D after going to Check-In.
- **Thursday Opening Ceremonies volunteers-** Park on the South side of Hilton and proceed indoors to Check-In.
- **Friday-** Park in Lots S6, S7 or S8, (East of Jack Trice Stadium). Proceed to Volunteer Check-In.
- **Saturday-** Park in Lot 100 (South of Lied Rec. Center). There are no shuttles Saturday. Proceed to Volunteer Check-In in the Lied Recreation Center.



In-Depth information about parking:

Athletics (Track, Race Walking and Field Events) located at the Lied Recreation Center

- Park in Lots S6, S7 or S8 east of Jack Trice Stadium. Delegations may take the shuttle bus to the Lied Recreation Center. Please note there is no shuttle service provided on Saturday.
- Delegation vehicles, not including school busses, can drop off delegation members in Lot 63, Maple-Willow-Larch but may not stay parked there. Delegation school buses may however park in Lot 63 with a state office issued parking pass. Charter busses may drop athletes off in Lot 63 but cannot stay parked there. All vehicles without parking passes need to park in Lots S6, S7 or S8.

Developmental Events located in the Forker Building

- Parking for athletes is in Lot 50A, west of the Forker Building. The wheelchair entrance is located on the east side of the building. Access may be reached from Beach Road. Spectators and volunteers must park and take the shuttles from Lots S6, S7 or S8 located east of Jack Trice Stadium.

Bocce located at the Southeast Recreation Complex

- Park in Lots S6, S7 or S8 east of Jack Trice Stadium. Delegations will take the shuttle bus to the complex.

Soccer Skills and Team Soccer located on the soccer fields east of Lied Recreation Center

- Park in Lots S6, S7 or S8 east of Jack Trice Stadium. Delegations may take the shuttle bus to the Lied Recreation Center.
- Delegation vehicles, not including school busses, can drop off delegation members in Lot 63, Maple-Willow-Larch but may not stay parked there. Delegation school buses may however park in Lot 63 with a state office issued parking pass. Charter busses may drop athletes off in Lot 63 but cannot stay parked there. All vehicles without parking passes need to park in Lots S6, S7 or S8.

Swimming located at Beyer Hall

- Parking for athletes is in Lot #3 just off of Bissel Road and should enter from the west side. Spectators and volunteers must park and take the shuttle from Lots S6, S7 or S8 located east of Jack Trice Stadium. Delegations are encouraged to take the shuttle.

Tennis located in the Forker Building and on the Forker Building Tennis Courts

- Park in Lots S6, S7 or S8 east of Jack Trice Stadium. Delegations may take the shuttle bus to the Lied Recreation Center.
- Delegation vehicles, not including school busses, can drop off delegation members in Lot 63, Maple-Willow-Larch but may not stay parked there. Delegation school buses may however park in Lot 63 with a state office issued parking pass. Charter busses may drop athletes off in Lot 63 but cannot stay parked there. All vehicles without parking passes need to park in Lots S6, S7 or S8.

Cheerleading Clinic located in the Forker Building, Room 196

- Park in Lots S6, S7 or S8 east of Jack Trice Stadium. Delegations may take the shuttle bus to the Lied Recreation Center.



Day of Event Shuttle for Thursday & Friday:

- For volunteers on Thursday and/or Friday a free shuttle bus service will transport you from volunteer check in at Lot S6 to the venue (listed above) at which you will volunteer. Please go through volunteer check in first.
- The same free shuttle bus on Thursday and/or Friday will transport you back to Lot S6 after your shift is completed.
- **Thursday**- Shuttle runs from 7:00 AM - 5:00 PM
 - The Thursday shuttle will take volunteers from Lot S6 (Volunteer Check-In) to the Southeast Recreation Complex, where bocce volunteers will exit. The bus will continue to Lied Recreation Center where all other volunteers will exit. The shuttle will then return to Lot S6. Cycling volunteers will not have a shuttle due to the venue being within walking distance.
- **Friday**- Shuttle runs from 6:30 AM - 5:00 PM
 - The Friday shuttle will take volunteers from Lot S6 (Volunteer Check-In) to the Southeast Recreation Complex, where bocce volunteers will exit. The bus will continue to Lied Recreation Center. The last stop will be at Beyer Hall for swimming volunteers. The shuttle will then return to Lot S6.
- **Saturday**- There are no shuttles. Park in Lot 100 (South of Lied Recreation Center) and proceed to Volunteer Check-In.



In-Depth information about shuttle:

Thursday Shuttles:

Shuttle One – Competition: Will make a continuous loop from the S Parking Lots S6, S7 & S8 east of Jack Trice Stadium, to the Southeast Recreation Complex bus stop for bocce, to the Lied Recreation Center & then back to the S lots from 7:00 am to 5:00 pm. A second bus stop will be added in the S lots to reduce the distance people walk to get on a shuttle bus. Because of the cycling event, cars & buses will not be allowed on some parts of Center Drive & South 4th Street.

Shuttle Two – Opening Ceremony: Will take people from the west side of the Maple-Willow-Larch Residence Halls to Hilton Coliseum for the Opening Ceremony. The shuttle will run from 6:00 pm to 6:45 pm. It will return everyone back to the Residence Halls from 8:45 pm to 9:15 pm or after the conclusion of the festivities.

Friday Shuttles:

Shuttle One – Competition at & near Lied Recreation Center, Bocce & Beyer: Will make on a continuous loop from the S Parking Lots S6, S7 & S8 east of Jack Trice Stadium, to the Southeast Recreation Complex bus stop for bocce, to the Lied Recreation Center, to Beyer Hall for swimming & back to the S parking lot. It will run from 6:30 am to 5:00 pm. A second bus stop will be added in the S lots to reduce the distance people walk to get on a shuttle bus.

Shuttle Two – Competition at Beyer: Will make a continuous loop from the Lied Recreation Center to Beyer Hall for swimming. Delegation members staying at the residence halls & need a ride to Beyer Hall can catch the shuttle in front of the Lied Recreation Center. The shuttle will bring delegation members back from Beyer to the Lied Recreation Center for lunch at the Residence Hall & at the end of the swimming competition. Delegation members will walk from the Lied Recreation Center bus stop to the Residence Hall for lunch and then back to the Lied shuttle stop.

Shuttle Three – Celebration Dance: Will be from the Maple-Willow-Larch Residence Halls to the west side of Hilton Coliseum for the Celebration Dance. The shuttle will run from 6:30 pm to 7:00 pm. After the dance it will run from 9:00 pm to 9:30 pm to take the delegation members back to the Residence Halls.

Two HIRTA buses will be utilized in addition to the regular shuttle buses. The HIRTA buses should be used for wheelchair athletes. Others may use them if available.

Please note that all delegation members are to ride on the Special Olympics provided shuttle buses. No one is to ride on Cyride, the ISU campus bus system.



Day of Event Attire:

- Dress comfortably, in layers and casually. This is an athletic, active event.
- Be sure to dress for the weather especially for volunteer positions that are outdoors.
- There are some indoor events and some outdoor events. Both can be either hot or cold depending on the weather. Please dress accordingly.
- Please wear the free complimentary volunteer shirt you receive at Volunteer Check-In the day of the event so we are able to identify our volunteers. Restrooms at each venue will be available for changing into your shirt. You may also want to consider wearing something that can easily be worn underneath your T-shirt due to heavy traffic in the restrooms.

Day of Event Weather Reminders:

- Be sure to check the weather prior to the event and dress for the weather especially for volunteer positions that are outdoors.
- We encourage everyone to be prepared for the weather by bringing sunscreen, a hat for shade, water, sunglasses, rain gear, etc.
- To view the inclement weather plan visit this link: www.soiowa.org/statewide-competitions then click on the Summer Games Handbook tab.



Day of Event Food & Beverage:

- Each venue will have a designated hospitality room or tent.
- Free complimentary snacks will be provided for volunteers located in the hospitality areas.
- Free complimentary lunch will be provided on Thursday and Friday for volunteers located in the hospitality areas.
- Unfortunately we are unable to accommodate specific dietary needs. Please plan accordingly.
- Hospitality Areas:

Venue:	Location:
Athletics, Soccer & Tennis	Outside of Lied Recreation Center
Athletics, FIT, Olympic Festival & Tennis	Outside of Lied Recreation Center
Bocce	Southeast Recreation Complex
Cycling	ISU Center Parking Lot
Swimming	Parking lot west of Beyer Hall

Coolers / Outside Food / Beverages

Drinks, food and coolers are not allowed in the Lied Recreation Center. Delegations may bring coolers to the Olympics Festival for storage. Olympic Festival is located in Lot 100, south of the Lied Recreation Center. Please mark all coolers with the delegation name, contact person & a cellular number. Let the Olympic Festival volunteers know when the coolers will be picked up.

A cooler will be available at the information booth in the Lied Recreation Center for the storage of insulin. Please label any packages of insulin with the athletes' name, coaches' name, delegation name and a cellular number.