IRIS
Interschool Research
Investigation Symposium

Logistics Support

Value of this position: This position will ensure that set up and clean up before and after the fair is complete and that things run smoothly during the event.

Position Goals

- Support participants and parents as they navigate the fair area
- Help set up and then take down tables, presentation areas and any other necessary components

Location: This will be at the fair location.

Qualifications:

This position might be perfect for you if you…

- Are 16 years of age or older.
- Can lift heavy objects such as tables.
- Are available for at least 2 hours on fair day.
- Are comfortable running check-in tables or offering directions and instructions to students and parents.

Prior experience:

- No prior experience is needed!

Time Commitment:

Schedule: This depends on the volunteer role. If you would like to help with set up or take down, that will be around a 1- 2 hour commitment. If you want to help with event management, you will be present during the whole event, which will be around 3 hours (but this number may change). If volunteers would like to help but are only available during certain times or only for a limited amount of time, they can contact us directly and we will find an appropriate position for them.

Duration: One day - fair day!

Job Duties:

Set up or take down

- Put up (or take down) tables, organize space and support anything else necessary.

Fair Management

- This may include being an usher, being in charge of the check in tables, providing directions, or helping with announcements if applicable.
- Volunteers in this role will receive more specific directions after being assigned a more specific role - this assignment will be based on their responses to the application questions.

Service Hours:

- Student volunteers may get service hours for their work, but must first get approval from their school
- Once approval has been granted:
    - The student must clarify their wish to receive service hours on their application form or email admin.iris.sciencefair@gmail.com to let us know.
    - Students will then be sent a service hour tracking sheet, and will receive one hour for every hour spent working.
    - Interested student mentors will receive more information after applying.

Still have more questions?

Contact us at: admin.iris.sciencefair@gmail.com and we will be happy to help.