

**NEW MEXICO SENIOR OLYMPICS
“2023 STATE SUMMER GAMES
ONLINE VOLUNTEER ORIENTATION
-ALLOW 45 MINUTES-**

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Executive
Director

NMSU Corbett
Center -Level III
Volunteer HUB



Today's Objectives

1

- Familiarize yourself with types of volunteers

2

- Explore training topics and some do's and don'ts

3

- Volunteer responsibilities



Types of Volunteers

- ▶ Check-in Clerk (at the Venue)
- ▶ Tabulation/Brackets/Results
- ▶ Judges/Referees
- ▶ Finish Line Personnel
- ▶ Scheduling of Courts or Lanes (if applicable)
- ▶ Assist with interpreting Playing Rules (Protests/Arbitration)
- ▶ Hospitality Fruit/Water
- ▶ Awards Presentation



Types of Volunteers, Cont'd

- ▶ **Equipment/Court Maintenance**
- ▶ **Setup/ Teardown**
- ▶ **Athlete Check-In**
- ▶ **Clerical Pre-Game**
- ▶ **First Aid**
- ▶ **Event Runner**
- ▶ **Information Table**
- ▶ **Media/Promotion**
- ▶ **Office Clerical**
- ▶ **Result Posting**



Types of Volunteers, Cont'd

- ▶ **Announcer/Emcee**
- ▶ **Lifeguards**
- ▶ **Timers**
- ▶ **Setup and Facilities**
- ▶ **Souvenir Sales**
- ▶ **Posting of Signs**



Volunteer HUB

- ▶ Volunteer HUB is located at Corbett Center Student Union on Level III in the Dona Ana Room.
- ▶ Volunteer HUB is available to answer questions regarding Volunteering, Sport venue locations and Game Schedule
- ▶ Prior to reporting to your venue to volunteer, come by Vol HUB to pick up a Shirt and a name badge.
- ▶ Vol HUB is open Monday June 5 starting at 1:00 p.m.
- ▶ Hours for Vol HUB Tues-Friday 8:00 a.m.-4:00 p.m.

Keys to Volunteer Success

- ▶ Be on time.
- ▶ No Early outs for your shift.
- ▶ Always communicate if you are going to be late or miss your shift.
- ▶ Show your pride for Las Cruces, New Mexico, and State Senior Olympics.
- ▶ Provide great and timely service.
- ▶ Have FUN!!!
- ▶ Campus parking will require parking permit or Park in Free Lots
- ▶ Download “e-free” parking at nmsu.com



Your Volunteer Responsibilities

- ▶ Check-in at NMSU Corbett Center, Level III the day before your event or prior to your scheduled time to work!
 - ▶ You will receive your name badge (which you need to wear at all times during your shift)
 - ▶ If registered for a shift of 4 or more hours, you will receive:
 - ▶ T-shirt
 - ▶ Welcome Bag
 - ▶ Entered into a drawing for a \$100 gift card



Your Volunteer Responsibilities, Cont'd

- ▶ Show up at your scheduled events/time slots
- ▶ At the end of your last shift, return your “timesheet” that has been signed off by the Sports Coordinator to the Volunteer Hub at Game Headquarters (if applicable)
- ▶ At that time, you will receive a goodie bag
- ▶ Complete the Volunteer Evaluation to help us prepare for next year. Received by email after the games

- ▶ Save the Date for 2024 - June 5-8th NMSU Las Cruces
We would love to have you back!



Senior Olympics FORMAT

- Age of competition & Rules Overview
- Senior sensitivity
- What to expect at their venue
- Important safety precautions
- How to handle athlete conflicts
- Volunteer code of conduct
- Awards
- Game results
- Inclement weather



Age of Competitors & Rules Overview

- ▶ 50-54, 55-59, 60-64, 65-69, 70-74, 75-79, 80-84, 85-89, 90-94, 95-99, and 100+
- ▶ Registration Athlete Information posted online
- ▶ Times of competition
- ▶ Sport Playing Rules
- ▶ Qualifying for Nationals (2024)
- ▶ Oldest Athlete
- ▶ Partner events - youngest age of the partner will determine what age group they will compete in.



Senior Sensitivity - please consider the following when working with older athletes

- ▶ Mobility may be slower
- ▶ Hearing may be diminished
- ▶ Language barriers may be present
- ▶ Encouragement and hugs may be necessary
- ▶ Be courteous and respectful, never demanding



What to expect at your venue

- ▶ When you arrive, the Sport Coordinator for your event will be there to check you in
- ▶ The Sport Coordinator will then review important information and give you your tasks/assignments for your shift
- ▶ If you are running late, contact your Sport Coordinator and alert him/her of that fact
- ▶ Any potential changes to your shift needs to be approved by your Sport Coordinator
- ▶ Breaks are taken as necessary; please notify your Sport Coordinator if you need to take a break.



What to expect at your venue, Cont'd

- ▶ Please plan to bring your own lunch. Water will be provided and available at all venues. Speak with your Sports Coordinator regarding any additional meals or snacks.
- ▶ Dealing with the Media - At the Game Headquarters direct media to the Media/Promotions group. Onsite direct media to the Sport Coordinator.
 - ▶ DO NOT: Make comments on behalf of the New Mexico Senior Olympics or National Senior Games.
 - ▶ DO NOT: Make Comments regarding the conduct, performance, injury, or any medical issues of an athlete.
 - ▶ DO: Speak about why you decided to volunteer and what you have enjoyed about the New Mexico Senior Olympics.



Important Safety Precautions

- ▶ Drink lots of water all day
- ▶ Take rest breaks, when possible, find a cool, shady spot
- ▶ Work in the shade when possible
- ▶ Wear light-colored clothing made of cotton
- ▶ Wear comfortable shoes



How to handle athlete conflicts

- ▶ A protest is when an athlete challenges some aspect of the competition and wants a ruling in his or her favor
- ▶ As a volunteer, you may be approached by an athlete with a complaint/protest
- ▶ If you are involved, the Sport Coordinator (SC) takes the lead; if necessary, be an active listener, don't assume anything, and treat the athlete the same way you would like to be treated
- ▶ The SC or the Athlete can submit a protest to Game Headquarters



Volunteer Code of Conduct

- ▶ NM Senior Olympics
 - ▶ Promotes healthy lifestyles, fellowship, camaraderie, and good sportsmanship
- ▶ As a Volunteer you are expected to
 - ▶ Fulfill the responsibility of your assignment
 - ▶ Display a professional and respectful attitude
 - ▶ Maintain a healthy and safe environment
 - ▶ Be loyal to their commitment and to the sport and to the other volunteers
 - ▶ Demonstrate good sportsmanship
 - ▶ Be continually vigilant and cognizant of the safety of the athlete



Dress Code

- ▶ NMSO State Summer Games Volunteer Shirt
- ▶ Hat, Sunscreen, Bug Spray, Sunglasses (as needed)
- ▶ Appropriate clothing based on assigned venue
- ▶ Walking/Running Shoes
- ▶ Recommended No Open Toe Shoes



Awards

- ▶ Medals are presented for first, second, and third place
- ▶ Most awards are presented at the conclusion of each age group by event.
- ▶ For medal presentations, hang the medal around the neck.
- ▶ Order of medal presentations - third place, second place and then first place.
- ▶ In some cases (e.g., air gun), awards are presented at the conclusion of the age competition and quietly so as not to disturb the continuing competition
- ▶ If an athlete is not present to accept medal, they can come to Game HQ and pick up there at the conclusion of the event.



Game Results

- ▶ The Sport Coordinator (SC) provides game results to Game Headquarters daily,
- ▶ It is highly recommended to post results on site
- ▶ Game results are considered preliminary until results are verified by Game HQ.
- ▶ Results will be posted at athlete check-in, Corbett Center Level III.
- ▶ Results are available at the NMSO website www.nmseniolympics.org and available for local media



Inclement Weather

- ▶ Events will be conducted rain or shine, unless it is unsafe to do so
- ▶ If you are concerned that your event may be cancelled, please contact your Sport Coordinator.



Volunteer Do's and Don'ts

- ▶ Know your scheduled venue and time slot
- ▶ Arrive 15 minutes before your scheduled time to work (check with your Sport Coordinator (SC) for shift times)
- ▶ Report to your Sport Coordinator upon arriving to your venue
- ▶ Be sure you have the equipment needed to do your job (i.e., pencils, clipboards, score sheets, timers, etc.)



The Do's, cont'd

- ▶ Be prepared and organized (i.e., check-in forms for participants in order, all awards by age and group, etc.)
- ▶ Know how the sport is conducted, what other volunteers are doing, and how their role ties into yours
- ▶ Keep your role running smoothly and stay within the allotted time
- ▶ Always display professional behavior.



The Do's, cont'd

- ▶ Be familiar with the Code of Conduct, the Games Rule Book (if appropriate), and what do to if an athlete has a complaint or protest
- ▶ Wear your volunteer T-shirt
- ▶ If you have questions, ask your Sport Coordinator
- ▶ Enjoy the participants - they are wonderful people!
- ▶ Phone Game Headquarters 505.392.6305 or Director at 575.642.6048 if needed.



Handouts - available at Volunteer Hub

- ▶ Detail Game Event Schedule
- ▶ University & City map
- ▶ National Qualifying records '24 is the next qualifying game.
- ▶ Types of volunteers - descriptions
- ▶ Emergency phone numbers
- ▶ Volunteer Time Sheet
- ▶ Name Badge
- ▶ Parking Permit for University



Waiver

- ▶ Volunteers have signed in the online TRS App when you registered.
- ▶ Sign at the Volunteer HUB if you signed up on paper form or with a GROUP!



EVENT STAFF

Contact Information

Lead	Contact information
Cecilia Acosta, Executive Director	575-642-6048
Terry Delgado Event Co-Coordinator	575-910-2284
Richard Gutierrez, Sports Coordinator	505-385-0743
Game Headquarters	505.392.6305
Miguel , Volunteer Recruiter	575.642.0744
SODEXO Fruit and Water (on campus)	Jessica Sanchez 575.640.5424 work cell
GAME RESULTS - Julio/Frank/Cara	505.417.1947 (Julio)
On Campus Emergency Number Non-Emergency	9 -1 - 1 575.646.3311 Identify you are on campus and give your locattion



Sport Coordinator Contact Information

Event/Coordinator Name	Contact information
Air Gun, Robert Distlehorst OFF CAMPUS	575-202-4061
Archery, Bob Duke	575-640-4192
Badminton	Cancelled to low numbers
Cycling	Cancelled
Basketball Free throw / 3 Pt	Julian Rodriquez 575.574.8883
Frisbee Distance,	Ruben Mijarez 915-217-9479
Corn Hole Jaime Flores	575-993-8634

Game Headquarters: NMSU Corbett Center
Level 1 Otero Room



Sport Coordinator Contact Information

Event/Coordinator Name	Contact information
Huachas (Washers)	Kevin Blain 915.218.9120
Pickleball	Felix Rabanal 505.463.8797
Power Walk	Betty Burgess 575.644.0782
Road Race	David Nunez 575.644.1321
Soccer Kick Accuracy	Santiago Meza 575.644.6634
Shuffleboard	Lucas Chavez 505.401.4417
Swimming	Michelle Mason 575.646.4229
Table Tennis	Marvin Sommers 505.239.1443
Tennis Emily Wang Track David Nunez	785-840-4163 575.644.1321



Thank You for Volunteering Gracias !

We couldn't do it without you!

Thank you for all you do to support
Senior Olympics!

Email any final questions-
volunteer@nmseniorolympics.org

THE END