

## Conference Volunteer Opportunity



### **BACCN Annual Conference – 14 & 15 September 2020** **NTU City Centre Campus, Nottingham** **Conference Volunteer Opportunity**

The BACCN Conference Team would like to invite “Expressions of Interest” from the following Regional Committees for volunteers to support the Conference Team in the smooth and efficient running of our annual BACCN Conference in September:

- Anglia
- Northern
- South West
- Southern
- Wales
- Wessex

We require 7 volunteers to cover the 3 days of conference (Sunday 10:00 – Tuesday 18:00).

#### **Opportunities for you:**

- Being able to attend one of the UK’s major annual Critical Care Nursing Conferences for free
- Excellent networking
- Developing extra skills in the form of chairing the various poster presentations alongside a National Board Member
- Developing organisational & leadership skills

#### **What you can offer us?**

- A dynamic, hard working and confident professional
- Good communication skills
- Using your own initiative and being able to trouble shoot any problems / issues occurring
- Being easy going and friendly

#### **What’s required from you:**

- To fund your own accommodation and travel
- You need to be able to attend the full conference (Sunday – Tuesday)
- Wearing a unique “Conference Team” T-shirt to enable you being easily recognisable to delegates for assistance
- Punctuality
- Commitment

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### What would the volunteer duties include?

- **Sunday**
  - General welcome and sign posting arriving delegates
  - General assistance as required by Conference Team
  - Help and support Master Class sessions
  - Delegate bag assembly
  - Delegate registration
  
- **Monday & Tuesday**
  - Assist “BACCN Fun Run”
  - General welcome & sign posting arriving delegates
  - Delegate registration
  - General assistance as required by Conference Team
  - Support the smooth running of the concurrent sessions by helping with issues such as timekeeping, managing the door into sessions and sign posting delegates to name a few
  - Co-chair poster sessions
  - “Running” of microphone during question time for plenary sessions
  - Help and support general clearing up at the end of conference

If this is **YOU** then we would like you to please write us a short statement (200-300 words) as to why you should be considered for this excellent opportunity to become an essential part of our Conference Team.

Please forward your “Expression of Interest statement” to [karingerbersa@hotmail.com](mailto:karingerbersa@hotmail.com) by the end of March 2020. Final decisions and notification will be provided by the end of April 2020.