

## **RULES OF THE VOLUNTEER PROGRAM STRZEGOM**

### **The idea of Volunteer**

Volunteer (lat. Volontarius - voluntary) is a voluntary, free, conscious work for the benefit of others or society as a whole, beyond relationships with family and comradeship-friendly. A volunteer can be anyone in any field of social life, wherever such assistance is needed.

Participation in the Volunteer Program is a unique opportunity to sense the unique atmosphere of equestrian events. This is a chance to participate in the event "from the inside", reaping the joy of being the part of this project. It's an opportunity to gain experience, the opportunity to test their skills and share the joy, knowledge, and passion. Also, the image of Poland and Polish people, which stay in the memory of fans, media and players will depend on the volunteers.

Volunteer is responsible for the implementation of the set tasks, overcoming its limitations and overthrow stereotypes and prejudices. Volunteering is an individual responsibility, hard work and common success. It is also an opportunity to celebrate, fun and self-realization. **THIS IS THE TIME FOR YOU!**

### **Rights and responsibilities of the volunteer**

#### **RIGHTS**

- The volunteer has the right to enter into a written agreement with the beneficiary.
- The volunteer has the right to obtain written proof of collaboration with the description of carrying out tasks and skills acquired in this way.
- The volunteer may ask for the issuance of references, which, unlike the certificate contains an assessment of the competence and its taken actions.
- The volunteer should be informed on the risks associated with the performance of tasks and his rights and obligations.
- Conditions of volunteer work should conform to the health and safety, and where necessary the volunteer should be equipped with the necessary personal protection measures.

#### **RESPONSIBILITIES**

- The volunteer is obliged to carefully and conscientiously fulfil their duties.
- He should make every effort to properly take care of the equipment entrusted to him and generally understood workplace.
- The volunteer should have appropriate qualifications if the nature of the work requires it.
- The volunteer is liable for damages made by himself



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## **PERSONALITY OF THE VOLUNTEER**

Be open and positive to people in your environment. In our daily work, be contact and helpful, act while the confidently and decisively.

In difficult situations, operate leisurely. Personal culture, personalities and behavior should be an example of good behavior. Remember also that, delaying to work, you hinder the operation of the other volunteers. An important element your job is an outfit. Remember that it will always be complete, clean and tidy, because it is your business card.

Remember that you are the face of the event and the country - YOU ARE HOSTS!

## **Applications**

1. Applications for the Volunteer Program should be sent only via the application form available on the official website of the event.
2. The volunteer may be only adult.
3. In the following cases the Organizer may waive the required majority:
  - a. the under-age person takes part in the program under the supervision of a parent or legal guardian
  - b. the under-age person participates in the care of another adult person and he have the written consent of parents or legal guardians to participate in the Program
4. Sending the form is not tantamount to confirmation of engaging to the Volunteer Program.
5. Any person qualified for the Volunteer Program is obliged to inform the Organizer on chronic diseases, which affects and drugs that he takes permanently.
6. Any person applying for the Volunteer Program takes part in it at its own risk.
7. An applying person gives the consent to processing of personal data for recruitment purposes in accordance with the Act of 29 August 1997 on the protection of personal data (Journal of Laws of 2002 No. 101, item 926 as amended).
8. Arrival and departure days declared in the application are binding. Any changes will require informing the Coordinator of the Volunteer Program. Arrival and departure without prior agreement with the Organizer, on dates other than those specified by the organizer, may result in removal from the Volunteer Program.

## **Areas of activities**

1. Preparation of the event
  - a) the decoration and cleaning works on the cross-country course /set of flowers, trees, and other decorative elements, raking, painting obstacles and bars/
  - b) preparation of stables for horses /describe of the stalls and stables, turning down/
  - c) marking access roads /marking access and evacuation roads/



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2. The Competition Office - support for contestants and officials, preparing accreditations Officials, Riders Press, Trade
3. The Press Office - support for media representatives
4. Information - service of information points for the public, service of VIP reception
5. Service of stables - service of contestants, cleaning
6. Stewards - service of expansions and training squares, assisting the stewards, service of truck stops, service of car parks for exhibitors
7. Steward cross - protection crossings for the public on the route of the cross
8. Secretaries - people speaking English, secretary of the breaking contest, computer service for breaking contests.
9. Operation quadrangle - opening hurdles, carrying beverages, carrying protocols.
10. Obstacle Judges - assisting obstacle judges during the field trial.
11. Parkour service - raising poles, carrying beverages, correcting decoration, releasing horses on parkour.
12. Surveyors - conducting surveys among the audience
13. Transport - transport of officials and VIPs
14. I CAN DO EVERYTHING

## **Safety during the execution of tasks**

During performing tasks be careful. Know earlier the workplace, potential hazards, and inconvenience. Check where are the nearest first aid kit, running water, toilet, and escape routes.

If working with machines and devices - refer to the instruction manual.

In the case of threat to life and health, inform the security services and/or medical care. Also notify the Program Coordinator about it. Take care of your own safety. Help others, if necessary, provide first aid.

Take care also of the environment surrounding you.

## **Procedural matters**

1. Works and tasks while the Volunteer Program are allocated on the basis of questionnaires filled out by people applying for the Volunteer Program and on the basis of their experience.
2. During the Volunteer Program, each volunteer is required for everyday wear clothing provided by the Organizer.
3. All organizational issues should be consulted with the Coordinator of the Volunteer Program.



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4. In the case of complaints by representatives of the Organizer and service of the competition to perform tasks assigned by the Coordinator or misbehavior, the volunteer can be deleted from the Program Volunteer and removed from the competition town.
5. The organizer provides free camp site with access to sanitary facilities and three meals a day.
6. The organizer does not cover travel and accommodation.
7. There is the possibility of arranging transport from Strzegom to Moravia for those who will arrive to us by bus or train.

All questions must be directed to the e-mail address: [office@strzegomhorsetrials.pl](mailto:office@strzegomhorsetrials.pl)

SEE YOU IN STRZEGOM!