



VOLUNTEER RECRUITMENT - IGC 2017

IGC, A TRULY UNIQUE EXPERIENCE!

The International Graduate Competition (IGC) is an international academic competition dedicated solely to graduate students from all around the world. It is a week-long event filled with various activities and an intense cooperative competition. It is an amazing opportunity to meet and network with students from across the globe.

RECRUITMENT

We are currently looking for volunteers for IGC's 6th edition which will be held in Montreal from **April 22nd to April 28th, 2017** (inclusively).

Any help will be appreciated and your implication as a volunteer will depend, of course, on your availabilities. Please note that it is not necessary for you to be available every day, nor is it necessary for you to be available for full days. Your tasks will be assigned based on your availabilities. We are recruiting 2 types of volunteers, each implying a different set of tasks.

AMBASSADOR

- Key position within IGC, a good ambassador will greatly enhance the participants' experience throughout the week
- Each ambassador will be assigned to one participating university and will act as their guide within HEC Montréal, as well as the city
- The ambassador ensures that the team's stay is pleasant and that they are punctual in regards to the various events and deadlines
- This position is perfect to experience IGC to the fullest.

RUNNER

- Essential position for the IGC organization and logistics
- May imply many different tasks (more details on the next page)
- Lunch will, of course, be provided during your shifts

[A more detailed description of the day by day tasks is provided on the next page](#)

REQUIREMENTS

1. Bilingual
2. Reliable and autonomous
3. Demonstrating professionalism and work ethic
4. Desire to create an unforgettable experience for all the participants

If you're interested in becoming an IGC volunteer, go to our website <http://igchec.com/register-as-a-volunteer/> and fill out the online form.

If you have any question feel free to contact Maxime Amblard Bergeron, Volunteers Coordinator for the 2017 edition of IGC at volunteercoordinator@igchec.com



DATE	ACTIVITY DESCRIPTION	TIME	AMBASSADORS	TIME	RUNNERS
SATURDAY April 22 nd , 2017	Hotel preparation Participants arrival Opening cocktail	5PM - 10PM	Attend the cocktail and get to know your team	12PM - 5PM	Hotel and cocktail preparation
SUNDAY April 23 rd , 2017	Conference Teambuilding activity	7AM - 9PM	Accompany the team from the hotel to HEC Take part in the team building activity in the afternoon Dinner at the restaurant		
MONDAY April 24 th , 2017	Case Resolution DAY 1			7AM - 6PM	Various tasks such as: case resolution supervision, welcoming the company representatives and on-site advisors, lunch distribution, etc.
TUESDAY April 25 th , 2017	Case Resolution DAY 2				
WEDNESDAY April 26 th , 2017	Presentation Day	Starting 8AM	Accompany the team from the hotel to HEC Watch the team's presentation(s)	7AM - 9PM	Various tasks such as: welcoming and guide the judges, timing the presentations, evaluations grids management, etc.
THURSDAY April 27 th , 2017	Free Day Closing Gala	6PM - 12AM	Attend the closing gala with the team		