

## **Volunteer at WTT Star Contender**

Team London Volunteering is pleased to be providing World Table Tennis (WTT) with a volunteer programme at Star Contender 2025, taking place 20-26 October 2025 at the Copper Box Arena.

Over 200 volunteers are required across multiple teams to ensure the smooth running of the event. Please read the role descriptions below before completing your expression of interest to volunteer at this event.

## How to sign up?

To apply to volunteer at this event, please register as a Team London Volunteer.

Once you have provided your information and completed your welcome training, you can then <u>complete an expression of interest form to volunteer at Star Contender</u> 2025.

#### What is WTT Star Contender?

Star Contenders are part of the WTT Series, sitting in between WTT Contender and WTT Champions.

WTT Star Contenders attract some of the best players from around the world as they seek ranking points to progress to the top-tier WTT Champions and Grand Smash events.

WTT Star Contender London 2025 is the first time this event has been hosted in this country. There are typically only six Star Contenders around the world each year. The event will last six days and feature men's and women's singles, doubles, and mixed doubles competitions.

The main draws of the singles feature 48 players made up of players eligible via the world rankings – including up to six from the world's top 20 – plus host wildcards and WTT-nominated players (who can also be from the top 20).



## **Your Volunteering Commitment**

Volunteers will be expected to complete between two to four shifts during the tournament. Shifts will last approximately five hours, with morning and afternoon shifts available most days of the event.

Volunteers will be expected to attend two training sessions in early September, one online and one in person. More information on the dates and locations of these sessions will be provided when volunteers are offered their roles.

We want to retain knowledge and skills in our volunteer pool from Star Contender to the World Team Championships next year. Therefore, volunteers who complete their shifts are more likely to be selected for the World Championships. Conversely, volunteers who do not complete the required shifts are less likely to be selected for future WTT events.

## **Volunteer Expenses**

All volunteers will receive a contactless payment card prior to the tournament. This will be loaded with funds 24hrs before your shift. These funds will be calculated using the travel zone/home address details provided during your application, as well as any food/refreshment you are entitled to.

Any money not used for an individual shift cannot be used for a different shift or purpose, even if money remains on the card after a shift. Any money remaining on the expense card will be returned to Team London Volunteering. This may not happen immediately, for example, in case retailers have yet to remove funds.

## **Travel Expenses**

Travel expenses within TfL zone 1 to 9 up to a maximum of £23.30 will be added to your account. We will only cover the cost of travel for TfL or national rail transportation. Volunteers with a valid season ticket, Freedom Pass, or other subsidised travel card will not receive funds if travelling after 9am, as their travel is already funded. If you require alternative means of transportation to support your accessibility, please email the programme office in advance, and we will discuss any needs you may have.



#### Meal Expenses

Volunteers with shifts at the Copper Box Areana will be provided with catered food on-site. Anyone volunteering off-site will be allocated £8.50 to purchase food and drink while on shift.

#### **Uniform**

All volunteers will be provided with an official event branded uniform. You will be asked for your uniform size when you complete the Expression of Interest form.

## **Training**

Volunteers will be required to attend two training sessions. The first will be a generic session held online. This will cover topics such as working safely, customer service, and what to expect from your shifts. This session will also give you an overview of the Star Contender tournament.

The second session will be in person and will focus on your specific role. This session will give you the chance to meet your team leader and fellow volunteers, as well as giving you a clear understanding of what your role requires. More information on the dates and locations of these sessions will be provided when volunteers are offered their roles.

## **Accessibility & Adjustments**

The Team London Volunteering programme is open to everyone, and we are committed to removing the barriers individuals may face in becoming volunteers.

We strive to provide inclusive, accessible volunteering opportunities that enable all to engage fully. If we can make any adjustments or changes, please get in touch so we can discuss how best to support you in taking part.

## **Accessibility at the Copper Box Arena**



Level Access and Automatic Doors (or No Doors)



Ramped/Sloped Access, and/or Manual Doors



Accessible Toilet



Step Free Standard Toilet





Mobility Impaired Walker



Blue Badge/Accessible Parking Bays



Facilities for Assistance Dogs



**Ambulant Toilet** 



Accessible Shower



Seat(s) Available

More details are available at accessible.co.uk

## **Available Roles**

When you complete your expression of interest you will be asked to select which role(s) you wish to apply for. Please use the information below to inform your decision. You are welcome to apply for as many volunteer roles as you like. However, please note that you cannot rank roles in order of preference. When making selections, we will consider your stated role preferences, but we cannot guarantee that you will be offered a specific role you've applied for.

## **Training Hall Assistant**

Role description: Assisting the building and management of the player training area and working alongside the training facility manager.

## **Field of Play Assistant**

Role description: Assisting the smooth running of the playing area and working alongside the Field of Play Team to ensure the floor, tables and equipment are tournament ready.

## **Medal Ceremony Assistant**

Role description: Setting up the medals on trays ready for the medal ceremonies, carrying the trays into the medal ceremonies, and escorting players and officials into the medal ceremonies. Volunteers for this role must be available on both Saturday 25 and Sunday 26 October.

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#### **Hospitality / VIP Support**

Role description: Working with the Hospitality and VIP teams to greet VIPs and directing guests to VIP areas and seats.

#### **Media Assistant**

Role Description: Coordinating athletes for interviews pre- and post-game. Ensuring the media centre is fit for purpose, with required IT is in place. Support the media team with content management requirements. Previous experience working in media desirable.

#### **Airport Meet and Greet**

Role description: Meet athletes and officials at London airports, to provide a friendly welcome and ensure they find their onward transportation. Shifts will be available at Heathrow, Gatwick, and Stansted airports.

#### **Hotel Welcome Desk**

Role Description: Work alongside hotel and event staff to welcome athletes and officials to their hotels in the Stratford area. Please note, this role will require volunteers to attend shifts in the days before the tournament: 18 - 20 October.

#### **Access Control**

Role description: Providing support to the Event Management Team with wayfinding around the venue and providing support to spectators.

## **Accreditation Centre Support**

Role description: Supporting the Accreditation Team with the creation and distribution of accreditation passes and supporting in the accreditation centre during the event.



#### **Workforce Team**

Role description: Checking in volunteers at start of shift, monitoring numbers throughout day, volunteer welfare checks, and filling in for understaffed teams where required.

#### **Ticketing Volunteers**

Role Description: Work alongside ticket office staff to provide guests with their tickets and help answer ticketing queries.

#### Fan Zone Experience

Role description: Activating Fan Zone tables and spaces within the Copper Box, engaging with customers, drumming up interest in the activities, manning the speed gun and robot, and helping to operate VR headsets.

Please note, this role will involve prolonged periods of standing.

# **Apply Now**

#### **Selection Process**

Volunteers will be selected through a randomised process, considering your role preferences. We utilise a random selection method that is weighted in proportion to the 2021 census data for ethnicity, people under 25yrs old, and disability in London. This approach is intended to ensure that our volunteer cohort supporting the event is broadly representative of the diverse population of London and reflects the communities we serve.

We are also committed to ensuring that all volunteers are placed in roles that are accessible to them. Where relevant, we will consider any accessibility requirements



you share with us to help make sure your volunteer experience is safe, inclusive, and enjoyable.

#### **Got a Question?**

If you have any questions or experience any issues completing your expression of interest, please email us at volunteering@london.gov.uk or call us +447850 097068 (Monday - Friday 9am - 5pm)