

# GOV 2025

Volunteer Orientation  
Document

\*\*Please hold all questions until  
the end\*\*



# Volunteer Coordinators



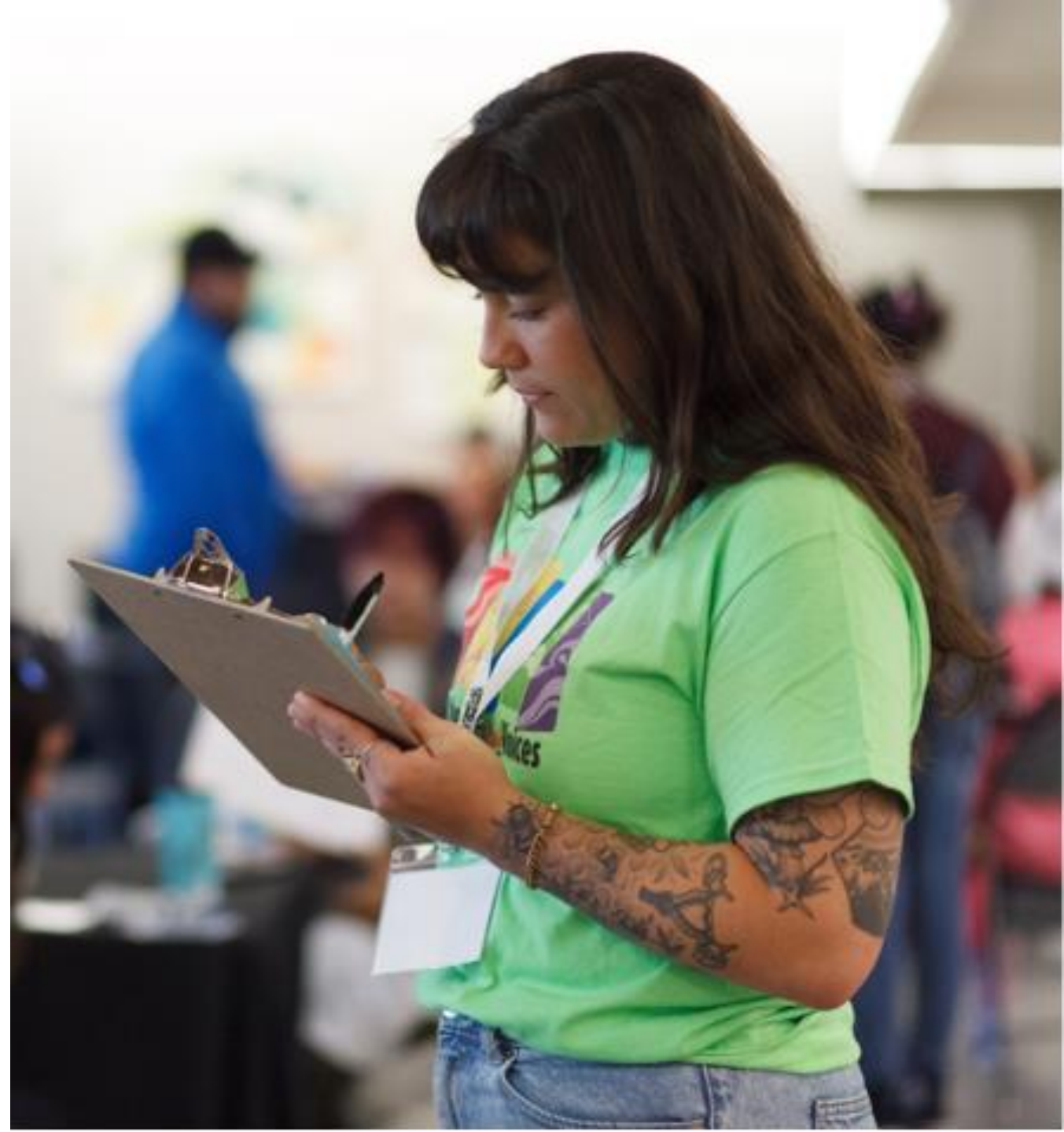
Haley Regan  
Volunteer Coordinator



Alaysha Funk  
Secondary Volunteer Coordinator

# Today's Intentions

- Lots of information about what to expect at GOV 2025 (**you do not need to remember it all**)
- Criminal Record Check Update
- Where to Sign In/ Out
- Parking and Shuttles
- Volunteer Appreciation Dinner
- Tasks and Responsibilities
- Day by Day Overview
- Emergency Response
- Cultural Support





**March 16-21 2025**

Tk'emlúpste Secwépemc (Kamloops)

**Main Venues:**

Thompson River University-  
CAC Building (TRU)  
1055 University Drive

Tournament Capital Center  
(TCC)  
910 McGill Road

Valleyview Secondary School  
1950 Valleyview Drive

# Criminal Record Check Update

- If your Criminal Record Check with a Vulnerable Sector Check results have not come in, but you have applied for it- We have a waiver form for you to sign at the event.
- To be able to attend GOV you must have either received a clear CRC-VSC or have applied for it and are waiting for your results.

## To Get Your CRC-VSC

- If you **HAVE** a BC Services Card:
  - CRC Volunteer access code: 2LMZZ4EHQ6
  - <https://justice.gov.bc.ca/criminalrecordcheck/>
- If you **DO NOT** have a BC Services Card:
  - Please email me with your full legal name so I can send you a personalized letter to take into your local police department for them to process. You will also need to bring valid ID.
  - If you already have a valid CRC-VSC please send me a picture or scan and I can confirm with you if this is what we need

**\*\*Please email me by Friday March 14th at 4pm to request any additional help with this\*\***



The screenshot shows the 'Criminal Record Check History' page on the British Columbia Security Screening website. The page header includes the British Columbia logo and 'Security Screening' with a refresh icon. Below the header, there are two tabs: 'Active Applications' and 'All Applications', with 'All Applications' selected. The main content area displays details for a specific application:

Organization Name:	BC ASSOCIATION OF ABORIGINAL FRIENDSHIP CENTRES
Submitted On:	2025-02-28
Case ID:	CRV-IULIVPPYIU
Paid By:	Organization
Application Status:	Completed - Cleared
Your Action Required:	

At the bottom of the application details, there is a 'Detail' button.

# Signing In

- At the start of every shift you will need to go to the volunteer room at the venue you've been assigned to and check in at the volunteer desk.
- You will confirm your CRC with us or sign a waiver in order to proceed with signing in.
- Once that is done, you will receive your t-shirt, wristband, and lanyard. All attendees of GOV receive these items in a certain color to represent their role.
- If you require any new swag during the week, please don't hesitate to ask.
- See or email Haley during your break or at the end of your shift if you need to change your schedule or wish to add any shifts!
- If you've arranged to leave early or take a longer break for appointments- please just remind us when you sign in.
- Coffee, Tea, Water, and light snacks will be available in the Volunteer Rooms throughout the week. Feel free to sign in early and get settled before your shift.
- There will be breaks!

## Colour Codes

I'm feeling blue, like Pantone 292

Tqweliple7 / Delegate

Yecwile / Chaperone

Stetex7ém / Elders Council

Élkstmens re Ckwnémíten / Cultural Support

Ei7élkstmen / Staff

Provincial Indigenous Youth Council

Knúcwmeñ / Volunteer

Sexlitemc / Facilitator

Special Guest

Íúlmes re C7élksten / Artisan

Tsúnímens re Sxwexwéyt.s re Skúlems / Exhibitor

Videographer/Photographer

# Where to Sign in and Out



If you're scheduled at: TRU CAC Building

Sign into the: The Den, Second Floor



If you're scheduled at: Tournament Capital Centre

Sign into the: The Den at TRU

# Where to Sign in and Out



If you're scheduled at:  
Valleyview Secondary School

Sign into:  
Room 102 (where the green star is)



# Signing Out

- At the end of every shift, you will need to go to the volunteer room at the venue you've been assigned to and check out at the volunteer desk.
- Again... See or email Haley during your break or at the end of your shift if you need to change your schedule or wish to add any shifts!
- If you are realizing that the position or task you've been assigned just isn't for you- you don't have to wait until the end of your shift. Please come see us right away and we will find you a new position.



## Lanyards

Yes--even more colour codes

**1: White lanyards.** When someone is wearing a white lanyard, it means they consent to being in photos.

**2: Orange lanyards.** An orange lanyard means they do not want to have their photo taken. Please be respectful of everyone's choices and always ask permission before you take photos or videos of your fellow delegates.

**3: Sunflower Lanyard.** The Hidden Disabilities Sunflower lanyards are a simple tool that anyone at GOV can wear to share that you have a disability or condition that may not be immediately apparent. It also signals that you may need a helping hand, some understanding, or more time and space, particularly in busy, crowded and loud spaces.

We will have lanyards with sunflowers on them at registration for any youth or chaperones who would find self-identifying in this way helpful.

**Please note:** BCAARC has a photographer and videographer on-site who are well-versed on our lanyard system. We use these photos in our communications materials, social media posts, on our website, and in our reports.

**Facilitators, Artisans, Exhibitors, and Vendors are not permitted to take photos of delegates.**

# Parking

- Unfortunately, GOV was not able to secure specific parking for volunteers at TRU and TCC.
- It is very hard to find parking in these areas so we encourage you to take public transit, rideshare, get dropped off, or carpool.
- There is limited parking at Valleyview but also street parking in the surrounding areas- please do not block driveways.
- Please let me know if you have an accessibility need we have GOV accessible parking, but TRU also has accessible parking

# Shuttles

- If you are scheduled at two venues (Wednesday TRU>Valleyview/ Thursday Valleyview>TRU) we will have shuttles that you can hop on to get to these venues. You will either hop on the delegate shuttle buses or the staff shuttle buses depending on the time you leave.



# Volunteer Appreciation Dinner



TRU Grand Hall: 5:00pm-7:00pm

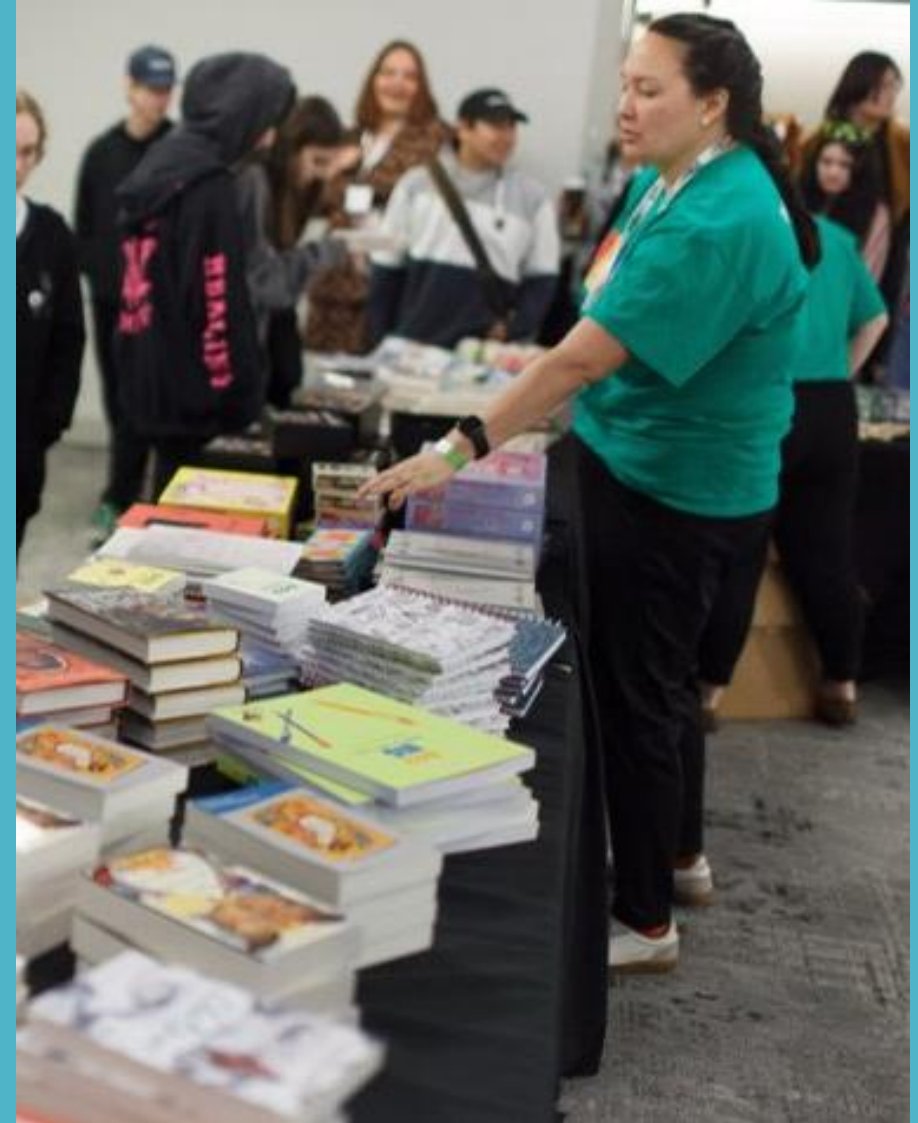
Buffet dinner, recognition, live music, and draw to win an Ipad

Volunteers will receive an appreciation gift for donating their time and efforts. This year you will have the choice of a lush gift set, a book from an Indigenous publishing house, and a fanny pack from the Invictus Games.

# Volunteer Tasks and Responsibilities

- Provide a safe and welcoming space to delegates and attendees
- Assist with directions and questions (90% of our job)
- Be an extra set of responsible eyes and ears
- Help unload, load, pack, organize, and set up (within your limits)
- Pass on information and escalations to Staff, Medics, or Cultural Support

**\*\*This is a really fun event with wonderful people who are all just here to support, love, and cheer on our youth.\*\***



# GOV 2025 Schedule

TUESDAY	Event	Venue
9:00 a.m. - 5:00 p.m.	Registration	TRU: Grand Hall
9:00 a.m. - 5:00 p.m.	Exhibitors + Artisans	TRU: Rotunda, Mountain, Terrace
4:00 p.m. - 6:00 p.m.	<b>OPENING CEREMONIES</b>	TCC: Fieldhouse
WEDNESDAY	Event	Venue
7:30 a.m. - 9:00 a.m.	Breakfast & Registration	TRU: Grand Hall
8:00 a.m. - 1:00 p.m.	Exhibitors + Artisans	TRU: Rotunda, Mountain, Terrace
9:00 a.m. - 10:00 a.m.	<b>AUNTY MADDY SHOW</b>	TCC: Fieldhouse
10:00 a.m. - 10:30 a.m.	Break	TRU
10:30 a.m. - 12:00 p.m.	<b>SCAVENGER HUNT</b>	TRU: Rotunda, Mountain, Terrace
11:30 a.m. - 12:30 p.m.	Lunch	TRU: Grand Hall
1:15 p.m. - 2:45 p.m.	Workshop Block 1	Valleyview/TCC/TRU
2:45 p.m. - 3:15 p.m.	Break	Valleyview/TCC/TRU
3:15 p.m. - 4:45 p.m.	Workshop Block 2	Valleyview/TCC/TRU
5:00 p.m. - 7:00 p.m.	Volunteer Appreciation	TRU: Grand Hall
7:00 p.m. - 9:00 p.m.	<b>TALENT SHOW</b>	Sagebrush Theatre

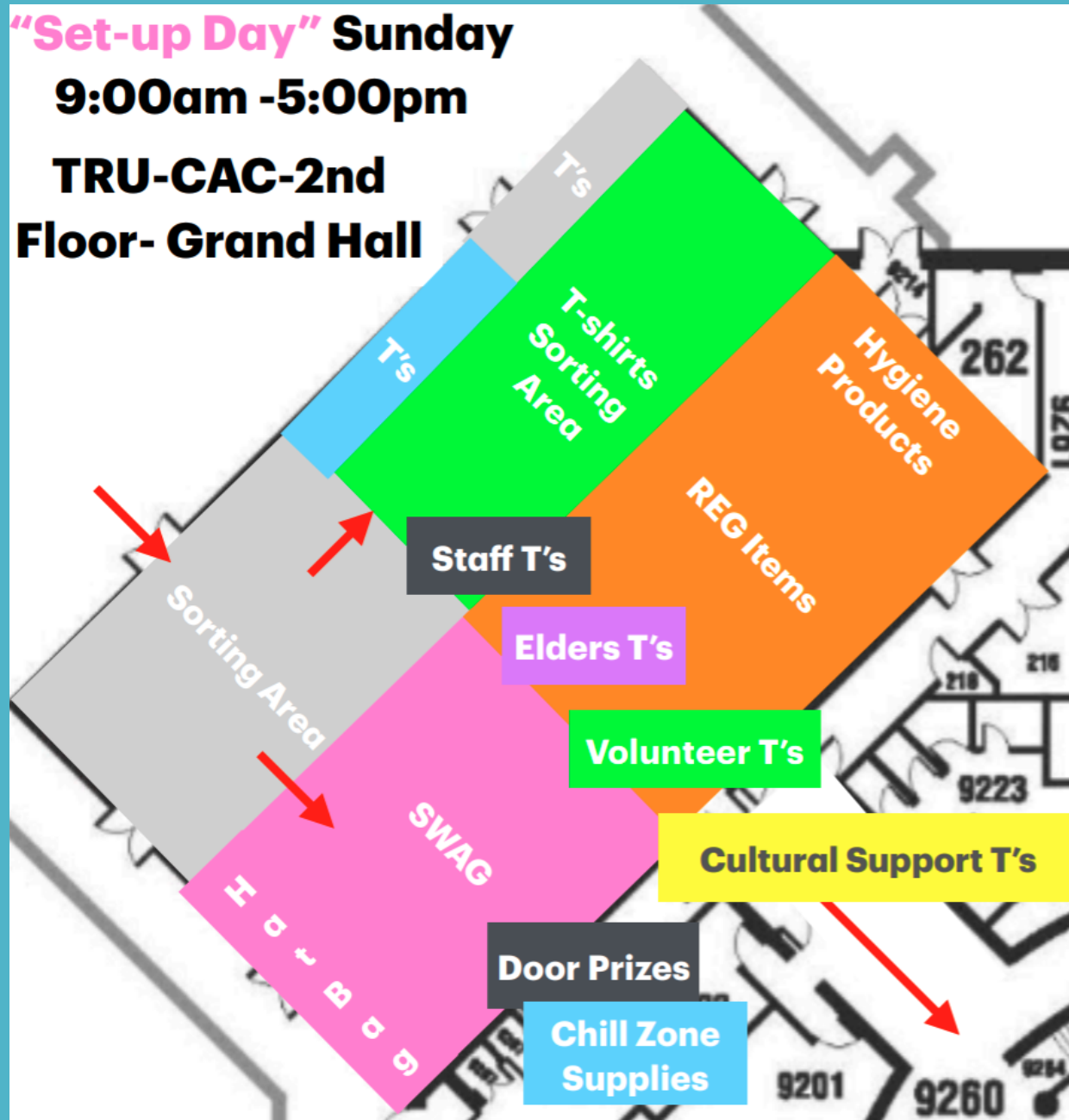
THURSDAY	Event	Venue
7:30 a.m. - 9:00 a.m.	Breakfast	Valleyview
9:00 a.m. - 10:30 a.m.	Workshop Block 3	Valleyview
10:30 a.m. - 10:45 a.m.	Break	Valleyview
10:45 a.m. - 12:15 p.m.	Block 4 - Pow Wow	Valleyview
12:15 p.m. - 1:30 p.m.	Lunch	Valleyview
1:30 p.m. - 3:00 p.m.	Workshop Block 5	Valleyview/TCC/TRU
3:00 p.m. - 3:15 p.m.	Break	Valleyview/TCC/TRU
3:15 p.m. - 4:45 p.m.	Workshop Block 6	Valleyview/TCC/TRU
5:00 p.m. - 7:00 p.m.	<b>Honouring Feast</b>	TRU: Mountain Room
7:00 p.m. - 10:00 p.m.	<b>DANCE PARTY</b>	TRU: Grand Hall
7:15 p.m. - 9:15 p.m.	<b>MOVIE NIGHT</b>	Paramount Theatre
FRIDAY	Event	Venue
7:30 a.m. - 10:00 a.m.	Breakfast	TRU: Grand Hall
9:00 a.m. - 11:00 a.m.	<b>CLOSING CEREMONIES</b>	TCC: Fieldhouse
11:00 a.m. - 12:00 p.m.	<b>GREAT GIVEAWAY</b>	TCC: Fieldhouse

Plenary events (everyone all together) are noted in **ALL CAPS**.

## **"Set-up Day" Sunday**

**9:00am -5:00pm**

**TRU-CAC-2nd  
Floor- Grand Hall**



## **Sunday March 16th:**

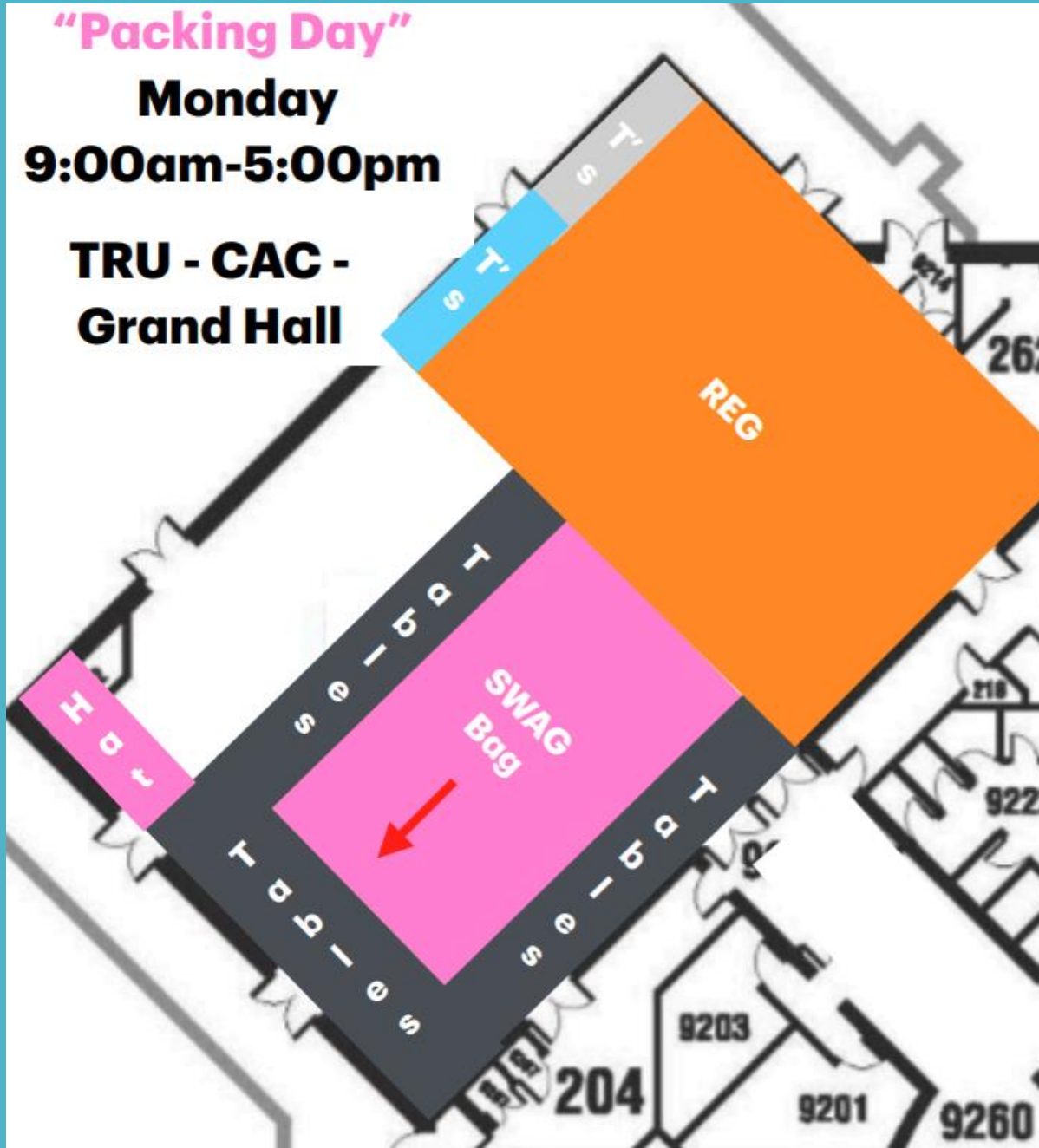
- Movers will unload the boxes into Grand Hall at TRU
- Staff and Volunteers will sort the boxes into their appropriate area (take it easy, we have time)
- Start opening boxes and organizing swag and supplies.
- Locate the supplies for the Staff Office, Volunteer Room, Elders Room, Cultural Support, and Chill zone> Set up those rooms.

**"Packing Day"**

**Monday**

**9:00am-5:00pm**

**TRU - CAC -  
Grand Hall**



## Monday March 17th

- We will have the swag items set up on tables so that we can pack all the delegate backpacks that they will receive during Registration.
- Delegates will receive a water bottle, notebook, socks, sunglasses, event programme, bus schedule, Scavenger Hunt and Exhibitor and Artisan Hall Bingo card
- We will also be setting up the Registration area where groups will be checking in all day Monday and Wednesday morning.
- These tables will be set up with lanyards, t-shirt cards, pens, waiver forms, and will be led by our Registration Coordinator and staff- so you will be in good hands!

**Registration**  
**Tuesday - Wednesday**  
**9:00am - 5:00pm**

**TRU - CAC - Grand Hall**

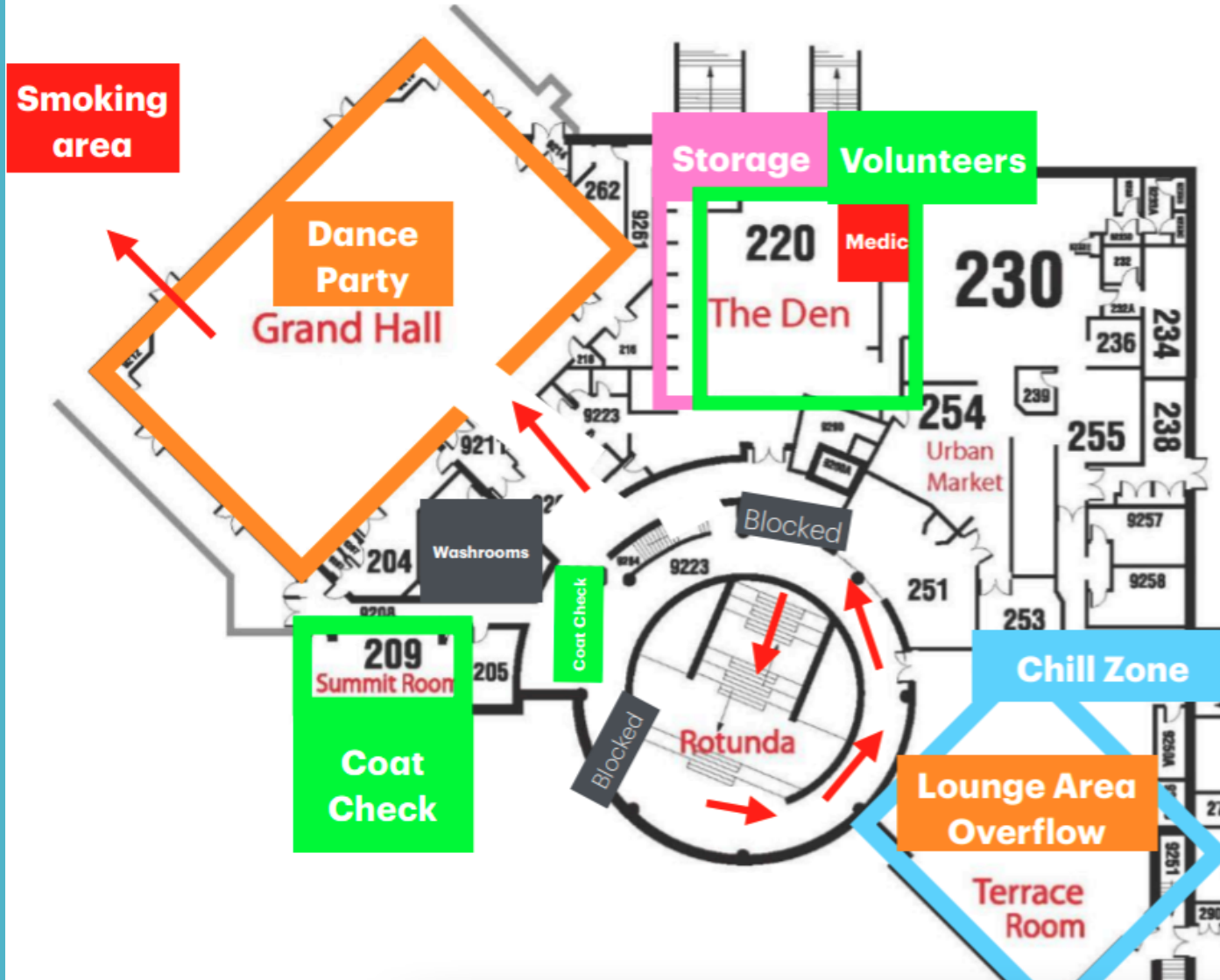


## Tuesday March 17th

- Registration can sometimes be loud and overwhelming, if you need a break, please take one. There are quite a few periods of downtime and quietness as well.
- Volunteers are not in charge of registration! Our wonderful URSA Creative Team, Registration Coordinator, and Staff are going to be handling this as there's some sensitive information that needs to be looked over.
- We will be supporting with crowd/line control, handing out swag, and walking t-shirt sizes over to the registration tables, handing out backpacks and hats.



**Dance Party Thursday @7:00pm -9:00pm**  
**TRU - CAC 2nd Floor - Grand Hall**



## Thursday March 20th

- Delegate groups will be expected to arrive together and leave together. No ins and outs. Staff will be reminding groups of this while they're in the lineup.
- A bag check will be conducted by our Security/ First Aid company- Turner First Aid.
- Coat check will be offered at the top of the stairs, we have coat check tickets and tags that will be used. Coats will be placed on racks in the Summit Room.
- Snacks for Volunteers will be in the Den from 4pm-11pm

# Emergency Response and Cultural Support

- Safety manuals will be located in both volunteer rooms
- Emergency phone contacts will be located in the volunteer rooms- snap a picture
- "Air comes in and out, blood goes round and round. If either of those things aren't happening, call 911"
- Alert medics and staff right away
- Over 40 of our volunteers alone have some type of first aid or naloxone training!
- Staff are also required to renew their first aid and naloxone training every year
- Sometimes traditional medicine is needed. If delegates are feeling overwhelmed, upset, are going through something tough. Ask them if they'd like to go to the cultural support room, and escort them there. This is where they can access smudging, cedar brushing, prayers, and just talking it out with safe and qualified people.
- Even if you have experience in cultural support- We will leave it to our designated cultural support workers.

# Thank you so much...

GOV is a huge conference that has life changing capabilities, not just for the delegates, but for everyone involved.

Our entire team thanks you for your donated time, effort, and hard work. We're all looking forward to working beside you over the 6 days of this event.

If you need support at all during this time, please do not hesitate to reach out to Alaysha, Myself, or the BCAAFC Staff. We're all in this together.