



2025 VOLUNTEER ORIENTATION

VOLUNTEER SERVICES COMMITTEE

Welcome to the Volunteer Team for 2025 USA Swimming Toyota National Championships being held at The IU Natatorium in Indianapolis. This document will serve as a convenient reference for your duties as a member of the Volunteer Services Committee.

Please read it carefully so that you are prepared to greet and assist our guests in Indianapolis this summer.

Thank you for donating your time and talents to the 2025 Toyota National Championships!

Sincerely, The Local Organizing Committee – Volunteer Services Committee

COMMITTEE NAME: Volunteer Services

CHAIRPERSONS: Jody Barry, Amanda Bean, Samantha Evans, Heather Garvey, and John Maxey

CHAIRPERSONS	EMAIL	MOBILE PHONE
Jody Barry	jodywbarry@gmail.com	860 – 916 - 8880
Amanda Bean	Cgacpresident@cgacswim.org	317 – 224 - 6588
Samantha Evans	samantha-e@att.net	317 – 847 - 2163
Heather Garvey	h_garvey@hotmail.com	812 – 320 - 2865
John Maxey	slapshot08@ @sbcglobal.net	317 – 410 – 4207

DESCRIPTION OF VOLUNTEER SERVICES & DECK CREDENTIAL CHECKER VOLUNTEER DUTIES

- Volunteer Services
 - Assist volunteer coordinators in greeting volunteers, distribute their apparel and provide instruction.
 - Greet anyone who comes to the Volunteer Services Desk with questions and coordinate to find answers from the best source.
 - Monitor the volunteer schedule for vacancies and connect all volunteers with their designated Committee Chairs.
 - Check-out all volunteers upon completion of their sessions and issue parking validations.
- Deck Credential Checker
 - Check credentials for all individuals entering the main hallway entrance to the pool at the bottom of the NE deck entry stairs.
 - Ensure the safety of all persons on deck by allowing only credentialed individuals to enter the deck area.
 - Monitor the area continuously from opening until closing each meet day and if requested, sign-in Participants by session.

VOLUNTEER CHECK-IN/CHECK-OUT

Upon arrival at The Natatorium all volunteers should report directly to the Volunteer Services Desk located in the Natatorium Pro Shop at the bottom of the NE deck entry stairs. There you will receive your event credentials and meet your Volunteer Services on-duty Committee Chair.

At the completion of a shift and after checking out with your Volunteer Services Committee Chair, volunteers will return to the Volunteer Services Desk to check out and receive a parking voucher to exit the Riverwalk Garage free of charge.

If a scheduling problem occurs during the event, please email natswimmingvolunteers@gmail.com
This email sill be monitored before and during the event.

COMMITTEE SHIFT TIMES, SUPERVISOR LOCATIONS, & MEALS

2025 USA Swimming Toyota National Championships			
VOLUNTEER SHIFT TIME	SUPERVISOR LOCATION CHECK-IN	SUPERVISOR LOCATION CHECK-OUT	ANY INCLUDED MEAL(S)*
6:15 AM-11:00 AM 6:30AM-11:30AM	Volunteer Desk	Volunteer Desk	Breakfast
10:30 AM-2:30 PM 11:00 AM-3:30PM	Volunteer Desk	Volunteer Desk	Lunch
2:30 PM-6”30 PM 3:30 PM-7:00 PM	Volunteer Desk	Volunteer Desk	Dinner
6:00 PM-10:15 PM 6:30 PM-10:00 PM	Volunteer Desk	Volunteer Desk	Dinner

*Volunteer meals will be served in Hospitality Room at the southern end of the Natatorium behind the diving towers. Committee Chairs will release volunteers at designated break times during each session to eat. Volunteers with special dietary needs are welcome to pack their meals; refrigeration will be provided. The Hospitality Room will be closed from 4:00-5:00 PM daily during this meet

ADDITIONAL COMMITTEE INFORMATION

- Volunteer parking will be on floors 5 & 6 of the Riverwalk Garage. The Riverwalk Garage is adjacent to the Natatorium Sports Garage and connected by a bridge on the 3rd floor. Volunteers should pull a ticket upon entry and proceed to floors 5 & 6 to park. You will need the ticket that you pulled upon entry to exit the garage after your shift, so be sure to keep the ticket in a secure location.
- Cell phones are **NOT** allowed during scheduled volunteer times unless used for communication to Volunteer Services Committee Chairs.
- There is no secure place to store personal belongings while you are on duty. Please do not bring any personal belongings other than those that can be kept on your person. Waist packs and small over-the-shoulder bags are permitted.
- Assigned shirts black pants/capris, and close toe shoes (no bright colors) are required of Volunteer Services & Deck Credential Checker volunteers.

Thank you for volunteering!
We look forward to working together with you to create lifetime memories for everyone visiting Indianapolis during the 2025 Toyota National Championships
– including you!