

Information for Volunteers

Ontario Library Association Super Conference 2010
February 24 – 27, 2010

Location: Metro Toronto Convention Centre, 255 Front Street West, Toronto
OLA Onsite Office and Volunteer Headquarters: Room 205A

OLA recognizes that the assistance of our volunteers is invaluable to the success of Super Conference, which is the largest library conference and trade show in Canada. Last year over 4,800 people attended, including over 300 students who registered for the conference, many of whom also volunteered. Volunteers are asked to provide one morning or afternoon shift, and in return they may participate in all aspects of the conference for the other half of that day.

Shift Information

- a) Shifts are assigned on a first come, first choice basis: mornings: 7:00 am to 12:15 pm; afternoons: 11:45 am – 5:00 pm
 - The Tuesday afternoon shift is primarily stuffing conference bags and assisting with OLA Store set-up
 - The Wednesday shifts assist with the pre-conference workshops, assist with conference bag stuffing, setting up the OLA Store, & preparing signage.
 - Thursday is an important shift as this is the first day of the regular conference. Duties include posting signage, assisting at the registration desk, assisting in the speaker lounge, and providing directions to arriving delegates.
 - Friday and Saturday are similar to Thursday.
- b) If your volunteer shift is on Tuesday, Wednesday, or Saturday, you may attend one other half day, subject to the following:
 - Choosing Saturday as the half day to attend the conference includes the morning plenary, the career development day and workshops, but does **not** include the luncheon.
 - Wednesday volunteers are welcome to attend the Wednesday evening networking session, the opening plenary and Welcome Party.
- c) If your volunteer shift is on Thursday or Friday, you will have access to:
 - the Super Conference EXPO – the largest library trade show in Canada with over 200 vendors, the EXPO Theatre, CANSCAIP author-signings, and more
 - the Poster Sessions which offer innovative ideas and research studies from a range of school, public, academic and special libraries.
- d) If you also volunteer to convene a session, please ensure the session is not happening during your volunteer shift.

Other Points:

- Water and light snacks are available at the start of each shift on Thursday, Friday and Saturday. Food is available for purchase within the MTCC or across the street in the underground mall. Students often bring their own beverages and bag lunches which can be eaten in the Volunteer Centre
- Remember to wear comfortable clothing and comfortable shoes! Dressing in layers is helpful – some areas of the facility are cooler than others. Blue fleece vests are provided to wear during your shift.
- Please do not bring valuables with you to Super Conference. Although the OLA Office and Volunteer Centre are not left unattended, OLA cannot be responsible for lost goods. The MTCC has a Coat Check facility (fee-basis), but the hours may not fit your shift.
- To assist with giving directions to delegates, it would be helpful to access the Metro Toronto Convention Centre website which now has a 3D Interactive Facility Floor Plan. Please take time before arriving at Super Conference to familiarize yourself with layout of the North Building – the conference uses all three levels.
- Bring business cards for the networking opportunities that may present themselves!
- The full Super Conference 2010 program can be viewed online at www.accessola.com/superconference2010.

Volunteering at Super Conference is fun, worthwhile, and a great networking opportunity – sign up now at www.accessola.com/education/superconference.

If you have additional questions, please contact superconference2010@accessola.com