



Job Title: Team Liaison Officer
Dates of commitment: HSBC SVNS VAN: Sunday, February 16th, 2025 to Monday, February 24th, 2025
Time commitment required: Full-time
Position Type: Volunteer
Location: Vancouver, British Columbia, Canada
Event: HSBC SVNS VAN

Canada Sevens is seeking qualified individuals to act as our Team Liaison Officers for the HSBC SVNS VAN event in Vancouver.

TEAM LIAISON OFFICER (TLO) - POSITION DESCRIPTION

The Team Liaison Officer (TLO) occupies a crucial role in the HSBC SVNS VAN tournament. Simply stated, the TLO is Canada Sevens' primary day-to-day operational link to the teams during the tournament. The TLO will serve as information officer, protocol officer, organizational navigator, tour guide, training scheduler, and if needed interpreter/translator. Each national sevens team will have one or two liaisons assigned to them.

General Requirements:

- Class 4 Commercial Vehicle drivers licence considered an asset, or willing to obtain a Class 4 drivers' licence (Canada Sevens will cover all costs and make the necessary arrangements)
- Fluent in the primary language of the National Team with whom they are assigned;
- Must be familiar with the culture, customs and traditions of the National Team with whom they are assigned;
- Required to be familiar with the services/amenities/culture of Vancouver;
- Must be a proven problem-solver and able to function independently;
- Must be service-oriented but also understand their role in relation to other areas of the tournament as well as the event itself;
- Must have strong communication skills and the ability to work with professional-level athletes and staff
- Ability to work well under pressure while maintaining calmness and a high level of professionalism;
- Ability to lift up to 45 lbs to assist with team equipment as needed;
- Must have an understanding of the SVNS Series tournaments as a whole

Canada Sevens will provide:

- Accommodation at the team hotel for the duration of the role commitment
- Breakfast, lunch and dinner each day at the hotel
- HSBC SVNS VAN staff kit apparel
- Two (2) complimentary General Admission three-day Tournament Passes for friends or family.



Interested applicants please send a cover letter and résumé directly to Brett Hurley, Coordinator, Team Services, at: bhurley@rugby.ca with “Volunteer Posting: Liaison Officer” in the subject line. Please identify the following...

- Language skills that would make you a fit for a particular team
- Class 4 license status
- Any previous experience that would make you a good fit for the role

Only candidates selected for an interview will be contacted.