



Staying - Moving - Settling

15th EASA Biennial Conference | Stockholm University | 14-17 August, 2018 | www.easaonline.org/easa2018

EASA2018: Staying, Moving, Settling will take place in Stockholm on 14-17 August at Stockholm University. The conference is being organised by NomadIT, a team of free-lance event organisers.

Whether on the registration desk, advising on basic presentation technology issues or giving people directions, you will play a vital role in ensuring that the 1800 or so delegates are welcomed to the conference and shown the best of the university, Stockholm and EASA.

Your help will be needed over the 4 days of conference. Please see the [EASA2018 website](#) to find out more about the event. If you wish to read a little about the network behind the conference, take a look at the [EASA website](#).

The volunteer tasks include

- rotating shifts at the reception desk (usually one 2.5-3 hour shift a day per person) - looking after the presentation AV of panels (very basic care: usually entails transferring files to the presentation computer from USB sticks, making sure the beamer has been switched on, that the speakers are working etc)- ushering and guiding at the beginning of events and breaks and afterwards- operating the roving mics during plenary Q&A sessions, running errands, helping with the Book Exhibit.

On Monday 13 August, the day before the conference starts, we will train all volunteers on using the tablets for reception, managing the AV in panel rooms, knowing the way around conference information such as the timetable, venue etc. The training usually takes about 2.5 hours.

Volunteering will not only give you access to some very interesting presentations/discussions, but working as part of a conference organising team is a good work experience - and quite good fun! So, if you are interested and available to work as part of the team on this event, please get acquainted with the conference and the association via the links provided above in this email.

Please forward this email to others you believe could be interested in volunteering for the event. If you have any additional queries or if you would like to volunteer, email EASA2018 administrator Saskia Lillepuu (NomadIT) at conference@easaonline.org