

**Transportation Lead**  
**Reports to: VTeam Operations Lead**

**Join The Team:**

Halifax (K'jipuktuk) is hosting the 2020 North American Indigenous Games (NAIG) in July 2020 which will be the largest multi-sporting event to be held in Nova Scotia. Marking the first time the Games will be held in Atlantic Canada, this event will take place over eight days from July 12 – 18, 2020, and will include more than 5,000 Indigenous sport and cultural youth participants from over 756 nations in 17 sporting disciplines. Events will be held at various locations in Halifax Regional Municipality and Millbrook. 2020 will mark the 10<sup>th</sup> edition of the Games.

**What's Involved:**

The Vteam Transportation Lead will work particularly close with the Transportation Chair, VTeam Leader, Sport Chair, to effectively coordinate and implement an overall transportation plan at corresponding venue. The Transportation Lead will deal with all Venue issues regarding the Athlete Bus System, Officials Shuttle System, Media Shuttle System (where applicable), Spectator/Volunteer Bus System, as well as dedicated VIP and motor pool transportation. The Transportation Rep will also be responsible for all parking issues at the venue and delivery of a traffic management plan with the integration of Limos, Taxis, etc. The overall planning and delivery of transportation services will be handled at the central transportation headquarters.

- Establish and maintain open communication between Logistics - Transportation Committee and the VTeam.
- Work with representatives of the Halifax Transit System or contracted company, facility owner, and VTeam
- Leader in the preparation of a site plan for all vehicle access, staging and parking, as well as the transport of materials pick ups and drop offs.
- During Games, respond to inquiries regarding transportation services, maintain communication with motor pool and bus dispatch, arrange trips (if necessary), and supervise loading/unloading.
- Ensure clear access, designated parking areas, and smooth traffic flow for all vehicles at all times.
- Collaborate with VTeam Leader and Medical Rep regarding ambulance access route and parking.

**Qualifications:**

- Supervisory experience in passenger transportation and/or materials transport.
- Experience with leadership volunteer positions, and ability to lead sub committee of volunteers if deemed necessary
- Strong Communication, planning, and organizational skills
- Well developed problem solving skills
- Ability to work effectively with other team members
- Ability to make quick, sound decisions under difficult or stressful situations

**Time Commitment:**

- Monthly committee meetings from August 2019 - May 2020, moving to weekly in June 2020
- Weekly tasks averaging 5-7 hours per week depending on scope of role and time of year
- Attendance at Mission staff and Executive Meetings may be required.
- In person, on site availability from July 12 - July 18, 2020.
- Availability 3-5 days post games to assist with venue decommissioning

**To Apply:** Contact Courtney Gilfoy at [Courtney.Gilfoy@naig2020.com](mailto:Courtney.Gilfoy@naig2020.com) or 902-717-1475