



An Ocean in Common
September 23-26, 2013



Academic host:  SCRIPPS INSTITUTION OF OCEANOGRAPHY
UC San Diego

Dear Interested Volunteer,

You can be part of the OCEANS '13 MTS/IEEE San Diego Conference! We are looking for volunteers for one of the world's most diverse and prestigious conference and exposition regarding our most critical resource—the oceans.

This will be the 7th time the OCEANS conference has come to San Diego. The team that orchestrated the OCEANS '03 San Diego conference—the largest OCEANS conference to date—has returned to raise the bar even higher. The '03 conference, which was a cornerstone of the Scripps Institution of Oceanography's Centennial, had a total event attendance of 5,400, the exhibition included 301 booths and the technical program exceeded 800 excellent presentations. That international audience, from 46 countries, helped us establish the theme for the OCEANS '13 conference—An Ocean in Common.

This international conference is a major forum for scientists, engineers and those with an interest in the oceans to gather and exchange their knowledge and ideas regarding the future of the world's oceans. In addition, a two night film festival and weekend golf tournament will kick-off the week's activities that will also include a day of tutorials and a banquet on the USS Midway aircraft carrier in San Diego Bay.

And you can be part of this! The volunteer program will reward you with an enriching conference experience and provide you with special opportunities to learn more about Oceanography and Marine Science. This is a chance to be involved with a great conference; and, for the younger ones, it is a nice item to have on your resume.

Most volunteer positions do not require any special experience, but it is important that you be reliable and conscientious. Volunteer positions will require a minimum of five hours of duty from Saturday, September 21 to Thursday, September 26. Some typical volunteer duties are listed below:

- **Packets**—organize and stuff registration packets for attendees (most of this work will be done in the days before the conference).
- **Hallway monitor:** provide hallway assistance and security, give directions on Conference day
- **Office Assistant:** Run errands; help with speaker preparation; run copier; computer skills.
- **Press Room Assistant:** Run errands for press room staff; assist with press room needs (photocopying, telephoning, messages, packet collation); assist with conference sign placement.
- **Registration Assistant:** Prepare registration packets; assist in handling registrations; hand out registration materials; assist in setting up conference store. This begins at 7 AM some days.

- **Program Assistant:** Attend assigned tutorials, workshops, and technical sessions; check badges at the door; assist Session Chairs in the smooth operation of their session; operate room lighting, slide projectors or overhead machines, and other duties as requested.
- **Exhibits Assistant:** Run errands for exhibit staff; monitor Exhibit Lounge and Exhibit Floor; give tours to small groups of high school students, discussing selected industry and research exhibits. Outgoing people requested.
- **Standby Assistant:** Perform assignments as needed to back up other assistants and conference staff.

There are several positions available for each description. In addition, assistants may be needed in other conference support roles. Every effort will be made to design your duty schedule so that you can attend conference activities of your choice, including tutorials, technical sessions, mini symposia, workshops, exhibits, etc. Volunteers selected to work at Oceans 2013 will receive the following benefits:

- Registration to the conference including technical sessions and keynote addresses;
- Access to the exhibit floor (and enough time to see the exhibits);
- Lunch and/or meals and admission to special events on the day(s) you work;
- A T-shirt which will identify you to the participants as a volunteer.

We are eager to receive your application. Retirees, career individuals, or any student enrolled in an undergraduate or graduate program may apply by **completing the application form below and returning it as soon as possible**. For additional information about Oceans 2013 see our website: <http://www.oceans13mtsieeesandiego.org/>.

Looking forward to hearing from you,

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