



VOLUNTEER OVERVIEW

August 6th-11th, 2019

Liberty National Golf Club – Jersey City, NJ

The FedExCup Playoffs will be in your backyard this summer when the PGA TOUR returns to Jersey City, New Jersey! Don't miss out on the opportunity to have a front row seat while playing an integral role in an event that supports the local community!

REGISTRATION is NOW OPEN.

Please <https://events.r2it.com/volunteer/northerntrust/2019/> to register today!

Payment by credit card is mandatory for the \$87 application fee. *If you must register with a paper application, please contact the tournament office.*

When registering online, you will select your committee and three shifts that you will work. To help your chances of receiving your top choice committee and shifts, it is better to register earlier rather than later. Once the maximum number of volunteers select each shift, it will no longer be available. Your chairman will contact you to confirm your schedule.

VOLUNTEER PACKAGE

The \$87 volunteer package includes the following (**an over \$650 value**):

- Logoed polo shirt (Greg Norman)
- Volunteer credential (entry to the tournament every day Tuesday - Sunday, even when not volunteering)
- Guest Tickets (maximum of six (6) Good-Any-One-Day tickets)
- Clear Plastic Tote Bag
- Logoed baseball cap
- Volunteer pin
- Volunteer lanyard
- Meal voucher on days when you volunteer (one voucher per shift)
- Invitation to the Volunteer Appreciation Party

ALL Volunteer packages will be shipped at the beginning of July.

Volunteers will have the chance to purchase additional apparel during the online registration process.

TIME COMMITMENT

Volunteers are required to work **three six-hour shifts** on their respective committees. When registering online you will select the shifts you are going to work. We understand things might change over the course of a few months but please try to be as accurate as possible. Chairmen will reach out to you to confirm the schedule you selected.

TRAINING

Each committee will receive training prior to the tournament. Training is required for new committee members. The exact dates and times of training will be posted on the Volunteer Website but will mainly take place the first week of August. We will have some digital training videos available this year.

CHARITY

THE NORTHERN TRUST is proud to have donated over \$48 million to charities since its inception in 1967. Your volunteer fee helps offset expenses so that THE NORTHERN TRUST can continue to donate our net tournament proceeds to local charities. **If you are involved with a 501c(3) that is interested in working together, please contact the Tournament Office to learn more about how we can work together.**

If you have questions please contact Megan Brewi, Tournament Services Coordinator at THE NORTHERN TRUST via email, MeganBrewi@pgatourhq.com, or at the office, 201-444-5356.





COMMITTEE DESCRIPTIONS

August 6th-11th, 2019

Liberty National Golf Course – Jersey City, NJ

- Admissions** Responsible for scanning proper credentials at all entrance gates, selling tickets at the Main Entrance gate, and distributing spectator guides and pairings sheets while providing general information to spectators.
Dates of Operation: Tuesday to Sunday (August 06-11)
- Ambassadors** Welcome and provide general information to spectators at the Main Entrance and at various locations throughout the course. Will need to become extremely familiar with course layout, restroom and concession locations, starting times, pairings, first aid, etc. Will assist the Corporate Hospitality Committee by acting as a concierge service to help guests locate their hospitality locations.
Dates of Operation: Tuesday to Sunday (August 06-11)
- Caddie Services** Register PGA TOUR caddies for THE NORTHERN TRUST. Distribute towels via a towel exchange program and issue caddie bibs Wednesday – Sunday of the tournament. Oversee the Caddie Hospitality tent.
Dates of Operation: Sunday to Sunday (August 04-11)
- Commissary** Transport drinks, ice, and snacks from designated commissary location to all holes on the course, scoring, tents, practice range, media center, volunteer center, etc. Volunteers must be able to perform heavy lifting. **Please note: must be at least 16 years old with a valid driver's license issued by the volunteer's jurisdiction of residency to operate a golf cart.**
Dates of Operation: Sunday to Sunday (August 04-11)
- Corporate Hospitality** Greet guests, check credentials and provide wristbands to clients at all hospitality locations. Ensure that only properly credentialed clients are allowed inside the venue. Work with Ambassador Committee to assist guests with directions to locate their hospitality location.
Dates of Operation: Tuesday to Sunday (August 06-11)
- Course Prep** Rope and stake course and all ancillary areas as specified. Committee will install stakes & ropes before the tournament and collect stakes & ropes after tournament. Must be willing to work outside and perform physical labor.
Dates of Operation: Pre-tournament Friday to Sunday (August 02-04)
Post tournament Sunday Afternoon to Monday (August 11-12)
- Evacuation** Assist in facilitating the evacuation plan for players in case of inclement weather. Must remain calm under pressure and in bad weather conditions. Able to assist other areas in good weather. **Please note: must be at least 25 years old with a valid driver's license issued by the volunteer's jurisdiction of residency in order to operate a golf cart transporting passengers.**
Dates of Operation: Monday to Sunday (August 05-11)
- Golf Carts** Manage inventory, distribution and collection of golf carts during tournament week. **Please note: must be at least 16 years old with a valid driver's license issued by the volunteer's jurisdiction of residency to operate a golf cart.**
Dates of Operation: Sunday to Sunday (August 04-11)
- Guest Services Shuttles** Transport guests that require assistance to and from admission gate, specific viewing areas on course and hospitality locations. Committee will run one route on course in continuous loops.
Dates of Operation: Tuesday to Sunday (August 06-11)
- Marshals** Provide gallery control, assist in player movement, help locate errant golf shots and provide spectators with general information as needed. This committee requires standing for extended periods of time.
Dates of Operation: Tuesday to Sunday (August 06-11) Marshal shifts will be measured in half days Wednesday to Friday. On Tuesday, Saturday, & Sunday (one-tee start) shift times are based on when play begins and finishes on your assigned hole.

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| Media Center | <p>Assist PGA TOUR Media officials with registration and the welcoming of local, national and international journalists to promote the image of THE NORTHERN TRUST. Collect photos and content to disseminate on the tournament Facebook and Twitter pages. Distribute swag to encourage fans to interact with our social media pages.</p> <p><i>Dates of Operation: Monday to Sunday (August 05- 11)</i></p> |
| Media Shuttles | <p>Transport media around the course during official play. You will be required to sign up for all four days with one shift each day. Please note: must be at least 16 years old with a valid driver's license issued by the volunteer's jurisdiction of residency to operate a golf cart.</p> <p><i>Dates of Operation: Thursday to Sunday (August 08-11)</i> <i>Times: Thursday/Friday: 11:15 a.m. – 6 p.m. ET</i> <i>Saturday/Sunday: 12:15p.m. – 6 p.m. ET</i></p> |
| Office Administration | <p>Assist the tournament staff prior to and during the tournament with general administration duties including answering the phones, assisting with meal chit distribution, packing credential envelopes, assembling raffle prizes and setting up for the Volunteer Appreciation party.</p> <p><i>Dates of Operation: Week of June 23, July 14 and pre-tournament to Monday following (August 1- 12)</i></p> |
| Patriots' Outpost | <p>Greet guests, check credentials, provide wristbands, and act as a concierge service to military members and their families.</p> <p><i>Dates of Operation: Tuesday to Sunday (August 06-11)</i></p> |
| SHOTLink | <p>Will record and transmit shot locations of professionals to the SHOTLink system while stationed greenside or at fairway landing zones. Transmission achieved via the use of hand-held palm pilots and stationary tripod cameras. All will receive training on handheld devices and lasers prior to tournament week. Online Training and in person training are both mandatory.</p> <p><i>Dates of Operation: Wednesday to Sunday (August 07-11)</i></p> |
| Special Events | <p>Coordinate and assist with all special events for THE NORTHERN TRUST. Events include the Volunteer Party, Honorary Observers and the Pro-Am. Includes registration, helping direct guests among various locations, assisting with the shopping spree for Pro-Am clients, etc.</p> <p><i>Dates of Operation: Sunday to Sunday (August 04- 11)</i></p> |
| Standard Bearers | <p>Accompany each group of professionals during play and display their scores in relation to par on a cumulative basis. Must be able to carry a standard (approx. 5-7 pounds) for the length of the course.</p> <p><i>Dates of Operation: Thursday to Sunday (August 08-11)</i></p> |
| Supply Distribution | <p>Receive, inventory and distribute packages that arrive during tournament week. Distribute and replenish pairing sheets, spectator guides and programs on a daily basis. Volunteers must be able to perform heavy lifting. Please note: must be at least 18 years old with a valid driver's license issued by the volunteer's jurisdiction of residency in order to operate a golf cart transporting supplies.</p> <p><i>Dates of Operation: Sunday to Monday (August 04-11)</i></p> |
| 9th Tee Shuttles | <p>Transport players to and from the clubhouse to the 10th Tee. You must be comfortable driving 15 passenger vans.</p> <p>Please note: must be at least 25 years old with a valid driver's license issued by the volunteer's jurisdiction of residency to transport passengers.</p> <p><i>Dates of Operation: Monday to Sunday (August 05-11)</i></p> |
| Transportation | <p>Use tournament vehicles to provide transportation to players, their families, VIP guests and tournament staff. Includes trips to and from hotels and airports. Please note: must be at least 25 years old with a valid driver's license issued by the volunteer's jurisdiction of residency to transport passengers.</p> <p><i>Dates of Operation: Pre-tournament Saturday to post- tournament Monday (August 03-12)</i></p> |
| Uniform Distribution | <p>Prepare Volunteer packages by matching uniform with tournament packaged credential envelopes to ship out to all Volunteers. Volunteers will need to be available prior to tournament to assist with preparing packages and assisting with exchanges at Training meetings. Volunteers will be stationed in the Volunteer Center during tournament week to sell leftover inventory.</p> <p><i>Dates of Operation: July 6th and 7th, Mid July/ early August through Tournament Week</i></p> |

- Volunteer Center** Ensure that only properly credentialed Volunteers gain access to the Volunteer Center. Assist with Check-In of specific committees, putting out snacks, and collecting meal coupons at the buffet.
Dates of Operation: Monday to Sunday (August 05-11)
- Walking Scorers** Record the scores and statistics of play on handheld PDA devices during the Wednesday Pro-Am and all competitive rounds. Must be able to walk 18 holes without a break.
Dates of Operation: Wednesday to Sunday (August 07-11)
- Will Call** Assist with distribution of credentials that have been ordered in advance or left for pickup for future rounds. Will Call is located at the Main Entrance, outside the grounds.
Dates of Operation: Tuesday to Sunday (August 05-11)