



**DUBHACKS'15**  
15f.dubhacks.co

## Volunteering at DubHacks

### Basics

Thank you for choosing to be a volunteer at DubHacks, let this be your cheat sheet for the duration of the time you offer to the event.

**When/Where should I arrive?** Please arrive at least 15 minutes before your first block of time at DubHacks. For the opening/closing ceremonies please report straight to Kane Hall, otherwise report to Mary Gates hall. We will have a registration booth set up for you, and you can pickup your DubHacks volunteer T-shirt as well.

**What should I bring?** We suggest you bring/wear comfortable clothing, an extra set of clothes as well if you like and would want to stay to help us through the entire event.

### What should I do to contact DubHacks execs?

Ian Zhu will be your lead volunteer for the event. Please contact Ian, Mahir, Chris or Navid for any difficulties you may have. You may also reach out to any DubHacks exec, they will be wearing black shirts.

After hacking starts, you can also find Ian or other DubHacks execs at volunteer repository area. The designated volunteer repository area is located at sponsor area in Mary Gates Commons.

You can also try our volunteer chatroom:

<https://hack.chat/?dh15volunteers>

Ian Zhu: +1 (206) 669-6316

Mahir Kothary: +1 (206) 432-6857

You can also email to: [volunteer@dubhacks.co](mailto:volunteer@dubhacks.co)

**What should I do as a volunteer?** We will be giving out schedules to everyone when you check in. If you are assigned to a particular shift, we do expect you to be there on time and help out. If you are oncall, please stay close to the volunteer repository area in case of unscheduled need.

**What should I do if I have to change my schedule?** If you can go to volunteer repository area, please find Ian there and make updates. You may text/call for emergencies. Please plan ahead.

If you happen to have more free time and still want to help, please go to volunteer repository area. We always appreciate your help!

**What should I do when my shift ends?** Please make sure that the next volunteer is there to take over your shift. Then please head over to the volunteer repository area. If you reach the end of your schedule, please check out with Ian or other DubHacks execs by going to volunteer repository.

**What should I do when I am oncall?** Please stay close to the volunteer repository areas in case of unscheduled need. Sometimes we may lose some volunteers on shifts due to emergencies, so we also want oncall volunteers to take over in a timely manner.

### Code of Conduct

There is strictly no smoking or consumption of alcoholic beverages/drugs allowed on the University of Washington campus. Since we are an event sanctioned by Major League Hacking we also expect you to follow the Code of Conduct on their website linked here: <http://static.mlh.io/docs/mlh-code-of-conduct.pdf>