

# Volunteer Community Games



Recognising and Celebrating Volunteers



Volunteering Qld

*A world where everyone can make a difference*



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### About Volunteering Qld

Volunteering Qld was established in 1982 as the peak body for volunteering in Queensland; in order to represent the interests of volunteers and nonprofit organisations.

Volunteering Qld has over 900 members, supports a regional network of Volunteer Resource Centres, and provides a range of learning and development services to enhance volunteering that include volunteer linking services, accredited and non-accredited training, events, networking, mentoring and resources.

Annually Volunteering Qld refers over 10,000 volunteers and communicates with over 2,000 organisations providing resources aligned to the national volunteering standards on volunteer management, governance and community participation - just to name a few.

### Our vision

A world where everyone can make a difference.

### Our mission

As the peak body for volunteering, our mission is to:

1. Advocate for inclusive participation in Queensland.
2. Enable volunteering through research, sector development and partnerships.
3. Recognise the value of volunteering to sustain vibrant and healthy communities.



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### Introduction to Community Games



Community Games provide a wonderful and unique opportunity for communities from all areas and backgrounds to recognise and celebrate the efforts of volunteers and individuals within their region. It is also a great opportunity to bring your community together to take part in activities that offer something for everyone. People don't need to be sporty to participate. Community Games are comprised of approximately ten different rotational activities such as *The Rice Game – Where, while blindfolded, you pick the paper clips out of a bowl of rice. Race the clock and each other.*

It's up to you to organise your Games in a way that works for you and celebrates the uniqueness of your community. Activities might take place in a park or inside a community centre depending on the facilities available, the time of year and the type of activities run. Some communities may focus on contests to give the event a competitive element, others may want to focus on giving people the opportunity to try something new and different, or to simply participate and have fun!

Having a key local leader open or close your event is a great way of including local council in activities and further acknowledges the hard work that has gone into your Community through the efforts of individuals and volunteers. It's also a great opportunity to showcase some of the cultural activity that goes on in your community or at the event.

#### Why get involved?

Community games provide a unique and fun way to acknowledge volunteers in the local community. It is also an opportunity for different regions to showcase their unique identity and cultural heritage to the rest of the community. In addition it provides the ideal opportunity to enhance team morale, identity and foster positive relationships among groups and organisations.





### About This Manual

This manual has been designed to help you organise your own Community Games. It provides you with information about how to get started, getting other people involved, and running an event. It also gives you some ideas for activities to run, and some guidance around important issues such as health and safety. Finally, the manual also gives some pointers as to how to recruit and work with volunteers and methods of obtaining funds should you require them.

Lastly and very importantly, don't be put off organising a Community Games if you were not planning on doing everything that is recommended within this manual. Some sections are more relevant if you are organising a large scale event – which you may not be planning. Remember – it's your Community Games and your community!

## Getting started

### Your community... your Community Games

Every Community Games will be different, because every community and its volunteers are unique. There are no set rules about what should be included in the Games, because you need to create an event that is right for your community.

Your event might focus on competitions, or could just be about giving people the opportunity to try something new. The only thing that your Community Games must include is the opportunity for people, and in this case, volunteers, to participate!

#### Consider:

- Who makes up the community?
- Which volunteers, groups or community organisations will you want to include?
- Where you want to hold the Community Games – is there an obvious location or will research need to be carried out in order to identify one? You could contact your local council, non-profit organisations or community centres in your area to see if they would like to partner with you.
- When you want the Community Games to take place.

The Community Games has been held in conjunction with **National Volunteers Week**. In Australia this is the first week after Mother's Day in May, ideally suited to the Queensland climate. However another opportunity to host the Community Games could be on December 5<sup>th</sup> which is International Volunteer's Day across the globe. The further in advance that you set a date, the more time you have to organise your Community Games.

You can promote your volunteering opportunities or look for volunteers through Linkki which is Volunteering Qld's volunteering service. (See Appendix 1)



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# Section 1 Planning your Community Games

## 3 Stages to Community Games success

### 1. Involve and consult with your community

This should be the starting point for your Community Games as part of its success will depend on your ability to deliver what your community wants. The following questions are useful to consider:

- What are your community's interests? How many volunteer organizations are in the community? Are there any local sporting club's that may want to be involved on the day?
- What are the demographics of your community / volunteers? This may influence the type of activities you include.
- Can you link in your Community Games with another local event such as the opening of a new facility or other National Volunteer Week activity?
- How can you ensure that activities are suitable for your volunteer ages and abilities – including those with disabilities?

### 2. Develop the ideas and programme that you will deliver

This stage should be used to help design the programme of activities for your Community Games. The event should provide an outlet to engage your community in fun, team building activities and may also give them new things to try and experience.

(see Appendix 2 for activity ideas, including a separate table for suggested events for children and Minute to Win it games ideas section)

### 3. Put the plan into action!

This is where you need to begin the actual organisation and implement the delivery of the Community Games.

*Tip: Discuss these three stages in your group planning meeting.*

## Setting Your Budget

Ultimately the amount of funds you have at your disposal will determine the type and scale of event that you can deliver. The key items that you may need to budget for include the following:

- Venue hire costs
- First aid provision
- Event equipment (marquees, chairs, tables etc)
- Marketing the Community Games (producing flyers, posters etc)
- Sports equipment (balls, cones, marking tape etc)
- Competition/activity fees
- Volunteer catering

*Tip: Set aside an emergency / reserve when setting the budget. This will give you the ability to deal with any unexpected payment.*



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## Section 2 Ideas for activities and competitions

### Activity Format

When planning the activities or competition factors to consider include; the level of competitiveness, the venue, time available, expected number and the age and ability level, of participants.

It is important to consider how long each activity will take and the approximate length of time required for teams to rotate through each activity. You may also want to consider whether you allow a 'rest station' in the activities.

### **Officials (Games Guru Volunteers)**

You will need well briefed Games Guru Volunteers to run your activities, including setting up on the day and explaining to participants how to take part. The officials will need to be provided with the rules, competition format, tournament structure and documentation, before the day of your event

– ideally a week before so they have time to digest the information.

### Tip

- Arrange a pre-community games meeting for all your officials. This will help them understand the requirements for the event and familiarise themselves with the venue and the tournament.

(See Appendix 3 for suggested Volunteers briefing)

### **Results**

You should make a note of the results of any activities you run during the day. You may want to announce these results in your closing ceremony, if you're having one, or just display them in a prominent place at the event. You may also want to keep a record of these results for the future, particularly if you think that your Community Games may become an annual activity – that way, you can create a 'photo wall' of the different activities which you can refer to in future years.



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### Section 3 Promoting Your Event

Whatever the size of your Community Games, promoting your event effectively is essential to encourage people to attend and participate. In order to plan how you should promote your event it is important to consider a number of factors. No matter how big or small your event or budget there are endless ways of promoting it if you think creatively.

#### **Traditional marketing**

You could use flyers and posters to advertise your Community Games

- Contact local schools, community groups, libraries and leisure centres.
- Advertise in your community newsletters and local newspapers.
- Send postcards/leaflets to local businesses.
- Ask local shops and businesses to display your event poster in their window
- Create a *Facebook* event page and include a link to your event page on all emails.
- Create a *Twitter* account so you can 'tweet' about the event and encourage local users to follow and pass on the message.
- Contact local community organisations – they could put the details on their website.
  - Advertise on local radio and television stations. **Inform your local media**
- Advertise on your local council's website.

#### **Make your Community Games an attractive prospect for your local media**

Building strong relationships with your local media is a great way of increasing your chances of gaining coverage of your Community Games. Here are some suggestions of how to achieve this:

- Encourage a local reporter to take part in one of the events or activities – suggest they write a diary-style piece of their experience on the day.
- Organise a photo shoot, making it as exciting and colourful as possible (e.g. local service men and women competing, community groups, fancy dress, carnival atmosphere etc).
- Offer to visit a newspaper's office or radio station to talk about the Community Games and discuss what is happening e.g. human-interest stories, community challenges, celebrity visits etc. You could also arrange an over-the-phone interview with the local radio station.

#### Tip

You need permission to obtain and use people's photographs, particularly if these will be going to local media. As part of your volunteer registration process include the photo consent form.



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## Section 4 Volunteers

### **Event day volunteers**

Volunteers play a key role in the successful delivery of any Community Games. Many organisers will not have the capacity to organise and host events without additional help and support, particularly when delivering the event on the day. Volunteers can bring a huge amount of energy and enthusiasm to your event. Most people will volunteer because they want to make a difference and contribute to their local community. Your Community Games can give the volunteers this opportunity.

Key Questions:

How many volunteers do you need?

Do any of your jobs require specific skills or qualifications?

How many hours will they need to be available?

Do you need to train your volunteers in any way?

Will your volunteers be distinguishable from competitors / spectators? If not how can you do this?

### **Volunteer recruitment**

A large number of people volunteer because they were asked to volunteer. Generally people like to help out and as this event is for them and their community you may find that the number of people willing to volunteer is high. Ask around for those who might be able to offer some time to the event. Try not to take on too much yourself as you will be needed to organise and manage the events.

Key Questions:

What experiences will the volunteers have?

Which volunteers would be the most suitable for volunteers?

How will you recruit and communicate with your volunteers?

How will your volunteers be supported / supervised on the day?

Volunteers want to make a difference and see the impact they can have on your event and upon your local community as a whole. They should be provided with well-defined information regarding their role on the day. Volunteers get involved for many different reasons, and you should try to get a feel for why they want to volunteer. Some may just want to help out, but others may be looking specifically to work with young people for example, or to gain or use certain skills. This should be encouraged as the ethos behind volunteering is integral to the success of Community Games. You may find that there are some volunteers who are particularly skilled – take the time to empower them as much as possible by allocating extra responsibility. You will most likely benefit in the long run; as will the volunteer. Offering interesting, enjoyable tasks which are clearly beneficial to all those involved will aid in your recruitment.

Volunteer recruitment forms are an effective way of obtaining the essential information that you need from each volunteer prior to your event. An informal chat/interview with groups of prospective volunteers may also be feasible for you, so you can get a feel of what roles may suit certain people. Ensure you have given yourself plenty of time to recruit staff and volunteers for your event, because finding volunteers can sometimes be a challenge. For example it is unlikely that every confirmed volunteer will attend on the day, therefore the number of volunteers you are looking to recruit should be slightly higher than the actual number you require to ensure that all key roles will be filled on the day, regardless of any drop-outs. There are, however, many recruitment opportunities and places **Volunteering Qld** and support.



### **Volunteers Briefing and training**

At all times, your volunteers will be representing you and your event, interacting with participants, spectators and the local community and therefore it is essential that they are as knowledgeable about the event as possible. Once you have recruited your volunteers make sure they are fully aware of dates, locations, start and finish times and that they have a good understanding of the event in general. One method of ensuring such information is provided is by creating an information sheet, given to each volunteer a number of days prior to the event. (See Appendix 3)

Details to be covered in the sheet should include:

- Key facts of the event – date, time, location (including map and details of local transport links)
- Meeting point – reporting time, location and the contact details of who they are meeting
- Event overview – event details, how the day will run, the event format, key timings to be aware of and contact details for their team leader
- FAQs – frequently asked questions that your volunteers are likely to be asked by both participants and spectators, e.g. the location of the nearest toilet, start times of events etc – along with the answers most importantly!
- Uniform or Name tags, badges, lanyards – any specific items that volunteers will be required to wear. Providing an event staff t-shirt or ID badge is a great way to help distinguish your volunteers from participants and spectators, and acts as a memento for those who have given their time to help.
- Emergency procedures – this includes medical emergencies, lost children, fire and lost/found property (more information on emergency procedures is provided in section 8). Information must be provided as to how volunteers should react in these situations and a clear line of reporting must be outlined. These documents can be generic for all volunteers on the day, with additional role-specific information provided separately once tasks are assigned to each volunteer.

### **Ensure your volunteers have a good experience**

Some of your volunteers may be required to work for a full day, or for a significant amount of time. You must take into consideration refreshments for all of the volunteers. This could consist of sandwiches, fruit and a drink (if budget allows). Contact local suppliers to see if you can obtain free packed lunches for volunteers. Schedule breaks for your volunteers, particularly if their task is active. Ensure you have enough volunteers who are able to cover certain roles when others are taking a lunch break. Ensure you advise volunteers to pack accordingly e.g. water, hat and sun screen.

### **Recognition**

Recognition is extremely important and all volunteers should be thanked for their efforts on the day, along with a follow up email/letter if possible. Providing them with some pictures of the day as a memento of their experience would be gratefully received. Your communication with your volunteers post-event is just as important as pre-event, as you may need their assistance for future Community Games events; you will then have the opportunity to build up a contact base of volunteers within your local community.



## Section 5 Production and Logistics

### The Official Opening

An official opening is a great way to start your Community Games, and to enthuse and excite participants. The opening of a Community Games Day could include a welcome address by a games official, a speech from a local member of parliament or an instrumental or musical performance.

### Master of Ceremonies

The Master of Ceremonies is the person who can provide the audience with information about activities throughout the day and who can introduce performers and other speakers.

### The Closing of the Games

This would take place after all your games and cultural activities and events have finished and is a great opportunity to celebrate all the hard work that everyone has put into your Community Games and the sporting and cultural achievements of the participants. Once you have decided what you want the ceremony to include, you may want to ask the following questions:

- How long do you want the ceremony to last for?
- Will there be awards given?
- Will there be speeches?
- Who would you like to publicly thank?

### Food and drink

Community Games are a great opportunity to celebrate locally produced food and drink. If there are producers in your local community, they may wish to have a stall or marquee where they can sell or sample their goods. If suppliers wish to sell items at your events, think about how you may be able to use this to contribute to the costs of your Community Games. You could charge fees for the right to have a stall at the event, or you could ask for a percentage of the takings on the day – perhaps 10%.

Being a community event you may wish to contact local community organisations that do catering such as Apex, Lions Club or other some other social enterprise.

### Site plans

An overall event site plan is useful to communicate the layout of any marquees, pitch markings and access routes for your event.



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## **Section 6 Health and Safety**

As the Community Games organiser, you have overall responsibility for the safety and welfare of everyone attending your event; from participants and spectators through to your volunteers and suppliers. Things can and do go wrong so it is best to be prepared for all eventualities.

### **First aid**

The size of your Community Games may determine whether you need to secure the services of a first aid provider. Recognisable organisations, such as St. John's Ambulance can cover events and will work alongside you to develop a medical plan to establish what level of cover is required. They can advise on the level of cover suitable for your event, taking into account numbers of participants, their level of competence, the event activity, numbers of expected spectators and the size and access throughout your event site.

Any incident that requires medical attention, however small, should be recorded by the attending first aider. Details should include patient name, address, age, nature of incident and resulting action. It is advisable as the event organiser to ensure you retain copies of any first aid reports provided by your medical team (and file securely) for future reference if required.

Key questions:

How many participants are expected?

How many first aiders do I need?

Will there be any cost?

How do I report and record an incident?

### **Risk Management**

As with any public event please ensure you follow standard work, health and safety practices. This includes conducting risk management assessments for the activities and events taking place and ensuring all participants are aware of the emergency evacuation point. As you may be staging your events in a community centre, school, park or leisure centre, it is recommended that you check with the venue regarding what insurance they hold already. It may be that all policies that you require are covered through them. You should check with your local council to see what their requirements are for events. Further guidance and advice is available from [www.volunteeringqld.org.au](http://www.volunteeringqld.org.au)



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### Section 7 Event Day

Ensure that you are the first person to arrive at the venue and that you are there before any volunteers or suppliers. Arrival times should be detailed on the schedule for the day. Ensure that you have multiple copies of the schedule and site maps along with any other key documents on event day. Arrange a briefing session for key management and volunteers early in the day – running through the key timings and responsibilities of the day for a last time. Ensure volunteers know where to meet on the day of the event and create some signs directing them and participants where to go. Ensure that you have the venue set up ready for participants and spectators to arrive at least 90 minutes prior than the publicised event start time. Never allow activities to commence without a recognised first aider in attendance.

See Appendix 5 for what participating teams need to know.

See Appendix 6 for Games Day program.

Ensure that at the end of the event, during the closing of the Community Games, you thank and recognise everyone involved including volunteers, participants, sponsors, officials and any media.

### Section 8 Evaluating your Community Games

Congratulations on delivering your Community Games! Now is the time to look back to try and learn from your experience – for next time!

After your games evaluate the following:

- Were there some activities that were more successful than others? Would you change them next time?
- Did participants enjoy their experience? What feedback did you receive on the day?
- Did the schedule run according to time? How could you better manage this next time?
- Budget – was there enough food, resources, shade and equipment?
- Were there any accidents or injuries? How can these risks be reduced or further minimised?
- Was communication effective on the day?
- Were volunteers well briefed and effective? Did they carry out their tasks without confusion or incident?
- What worked well? What could be changed or improved?



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# Appendixes

## Appendix 1

Volunteering Queensland is hosting the 20\_\_\_\_ Community Games at \_\_\_\_\_ Community Centre on Saturday \_\_\_\_\_ May. All volunteers need to attend a briefing the week before the event. Morning tea and lunch will be provided. Parking available on site.

Volunteers are needed to run fun games stall such as - sideshow alley, and minute to win it and other games.

### Responsibilities:

- Clarify the rules of the games to players
- Provide the winner of the game with a token
- Making sure the game is conducted fairly
- Encourage participants to play the game
- Assist any person with a disability to participate playing the game
- Keep the players motivated and upbeat by creating an atmosphere of friendly competition



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### Appendix 2

GAME	COLOUR THEME	INSTRUCTIONS
<b>The Rice Game</b>	YELLOW	While blindfolded, pick the paper clips out of a bowl of rice. Race the clock and each other!  <i>Game Guru Volunteer : _____</i>
<b>Pong</b>	ORANGE	Blow through straws to guide your ball through the obstacle course. If your ball falls off the table, you must begin again at the start line.  <i>Play as individuals or teams</i>  <i>Game Guru Volunteer : _____</i>
<b>Hot Air</b>	RED	Knock over the cups using only air from your balloon. Race the clock and each other!  <i>Game Guru Volunteer : _____</i>
<b>Water Race</b>	BLUE	Use a ladle to fill your bucket with pool water. Reach the blue line on your bucket before time runs out!  <i>Play as individuals or teams</i>  <i>Game Guru Volunteer : _____</i>
<b>Puzzled</b>	PINK	Using only one hand, rearrange the square tiles to complete the picture puzzle. Race the clock and each other!  <i>Game Guru Volunteer : _____</i>
<b>Lucky Strike</b>	WHITE	Can you bowl over all the pins? Step up to a lane for your two chances at a 'Lucky Strike'.  <i>Game Guru Volunteer : _____</i>
<b>Egg &amp; Spoon Race</b>		<ol style="list-style-type: none"> <li>1. Register your team of volunteers for the final relay race</li> <li>2. Players must balance the egg in the spoon, only touching and replacing it if falls to the ground</li> <li>3. Players must pass on the egg and spoon to team members at various legs of the race</li> <li>4. First team to cross the finish line wins the 2013 Community Games Trophy!</li> </ol>



**Community Games Activities for Children Under 10 Years**

<p><b>Station 1. Egg &amp; Spoon</b> Place Ball in Scoop. Run around the marker and back to the next person in the line. Tip the ball into their scoop, they run around the marker etc.</p>	<p><b>Station 2. Long Jump</b> Line up at the marker. Run and jump off the carpet square, land on 2 feet. Wait until no one is in the pit before you have your turn.</p>
<p><b>Station 3. Soccer Goal Kick</b> Place ball at the marker. First person kicks from the marker into the goal. Go and get the ball for the next person. Point if ball goes into the goal.</p>	<p><b>Station 4. Marathon Zig-Zag</b> Zig- zag up through the markers and zig-zag back. Tag the next person in the line for their go.</p>
<p><b>Station 5. Peg Races</b> Peg 3 pegs onto their clothes. Run around the marker. Take the pegs off yourself and peg them onto the next person</p>	<p><b>Station 6. Rest station</b> <b>Play with manipulatives / have a drink until whistle goes.</b> <b>1 point for each child who demonstrates good behaviour at the rest station!</b></p>
<p><b>Station 7. Hoop Bounce Relay</b> First person runs with the ball up to the hoop. Run around the hoop. Bounce the ball once in the hoop. Run back to the next person in the line and pass them the ball.</p>	<p><b>Station 8. Sack relay</b> Line up at the marker. Get into a sack. Jump around the cone and back. Tag the next person.</p>
<p><b>Station 9. Bean Bag Target Throw</b> Stand at first bucket. Throw beanbag into second bucket to score a point.</p>	<p><b>Station 10. Quoits</b> First person takes 3 quoits and tosses them onto the pole to get a point.</p>





## Minute To Win It Game Ideas

- 1. This Blows!** Using a straw, see who can blow a series of plastic cups off the end of the table first. Another spin on this game is to use the air from a balloon instead of a straw to move the cup – this makes it *much* more challenging!
- 2. Breakfast Scramble!** Assemble the front of a cereal box that has been cut into 16 even pieces.
- 3. Wrap It Up!** One player must wrap another in toilet paper. The first player to get wrapped in an entire roll of toilet paper is the winner.
- 4. Face the Cookie!** Place a cookie on player's forehead. Using only your facial muscles, move the cookie to your mouth. This one will bring on lots of laughs!
- 5. Nose Dive** – Players must transfer cotton balls, 1 at a time from one serving bowl to another using only petroleum jelly on the nose.
- 6. Noodling Around** – Pick up six penne noodles placed around the perimeter of the table using only a piece of uncooked spaghetti in your mouth.
- 7. Baby Blockin'** - Stack 5 wooden baby blocks on a plastic plate, on top of your head.
- 8. Blow Ball** – blow off all the yellow ping pong balls from the tray leaving only the 3 white ones.
- 9. Brush with danger** – slide a toothbrush down a strip of dental floss and land it into a toothbrush holder.
- 10. Bucket head** – catch 3 balls in a bucket on top of the head.
- 11. Card Ninja** – throw one playing card into a watermelon
- 12. Defying Gravity** – tap 3 balloons to keep them off the ground for one minute.
- 13. How's It Hanging?** – Using a banana tied to a string around the waist players must guide 2 oranges into a hula hoop.
- 14. Johnny Apple stack** – stack 5 apples on top of each other.
- 15. On the hook** – Use a chopstick, string and paperclip to go fishing for keys
- 16. Raisin The Bar** – remove a small box of sultanas from under an upturned bottle without touching the bottle or causing it to fall over
- 17. Ruler of the World** – Roll a marble down a metre ruler and get it to land in the hole at the bottom.
- 18. Spudnick** – place 5 straws into a potato and balance 5 chocolate coated peanuts on each straw
- 19. Stack Attack** – players must stack 36 plastic cups into a triangle shaped structure, once that completed players must get the cups back into a single stack
- 20. Tea Party** – attach a teabag to either side of the beak of a baseball cap. Player must sway the bill of the cap until they can get the tea bags to land on top of the bill of the cap and stay there.



**Appendix 3**

**Thank you for volunteering at the 20\_\_ Community Games**

**Date:** — May 20\_\_

**Location:** \_\_\_\_\_

**Contact person :** \_\_\_\_\_ M: \_\_\_\_\_

If you are not able to attend on the day or are running late please call Dulcinea immediately.

**On the day:** We need volunteers to be at the event at 8am to assist to set up and get to know the other volunteers on the day.

After the event we will need volunteers to help with a quick clean up and pack up please let Dulcinea know if you will be able to assist.

**Lunch:** Volunteers helping on the day will be the first to get lunch

**Refreshments:** Will be provided to you at your station.

**Dress code:** Casual and a hat.

**Accidents and Incidents:** If a person is injured or is in an accident please notify **Dulcinea Hernandez** immediately. We will have a first aid officer on site and a resting area available.

**Fire Evacuation Plan:** In the case of a fire leave all your belongings and assemble at Sturdee Park across the road.

**Toilets breaks** please let one of the organisers know and they can look after your station.

At the end of the event all volunteers will meet to debrief and celebrate! So please stick around.



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## Appendix 4

### **The Community Games**

*The Community Games recognise the selfless work of Queensland volunteers and the positive impact they have had on community groups. Today they are invited to a day of fun and games, a free lunch and goody bag, and the chance to win the 20\_\_\_ Games Cup. Volunteers' family and members of the community are also invited to attend.*

#### **Your Role...**

Throughout the day, your role is to explain the rules to people and reset your game. Games begin on your call of "GO"; you tally the scores and announce the winner of each round. Feel free to spruik and commentate on your game.

**Food/refreshments** – You'll have refreshments at your station and receive a 10 minute break to grab some lunch. Vegetarian, Halal, gluten-free and dairy-free options are available.

**Toilet breaks** – please let Dulcinea, Claire or Wanda know and we'll stand in at your station

### **The Program**

From 10am, the games are open to everyone.

At 11.30am, the competition officially begins for teams of volunteers. They must register before this time at the Welcome Station by the entrance.

11.30am Round 1: Hot Air

11.45am Round 2: The Rice Game

12.00pm Round 3: Pong

12.15pm Round 4: Water Race

12.30pm Round 5: Lucky Strike

12.45pm Round 6: Puzzled

1.00pm Final: Egg & Spoon Race (you will stand in at checkpoints for this race )

The Ring Master will usher the teams and crowd to each game/marquee. All games are set up for 2-3 teams to compete at once. Make sure your game is ready when he and teams come to your station.



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**Pong** *As individuals or teams, guide the ball through the obstacle course only by blowing through straws. Reset from the beginning if your ball falls off the table.*

**Resources:** 2 tables , taped start and finish lines, ping pong balls, straws, witches hats and toys  
**Players:** 2 teams at once (up to 2 players on each team- ie. blowing from either side)

**Rules/tips:** Players can only blow through the straw to move the ball; issue new straws to new contestants; toss used straws in the bin provided; first team to cross the line wins

**Awards:** Feel free to give stickers to kids who win or do well

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**The Rice Game** *Blindfolded individuals must pick out the paper clips from the rice bowl. Race the clock and verse each other!*

**Resources:** 1 table, 3 buckets of rice, 3 empty trays, 3 blindfolds  
**Players:** up to 3 individuals at once

**Timer:** 60 seconds; facilitator counts down the final 5-10 seconds  
**Rules/tips:** Players must pick out the clips; not shovel a handful of rice/clips into the tray

**Awards:** Feel free to give stickers to kids who win or do well

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**Puzzled** *Individuals must rearrange the square tiles to complete the picture puzzle using only one hand. Race the clock or each other!*

**Resources:** 1 table, 3 buckets of rice, 3 empty trays, 3 blindfolds, 3 reference pictures  
**Players:** up to 3 individuals at once

**Rules/tips:** Return the puzzle pieces to their tray before the next round; first person with a complete and accurate puzzle wins

**Awards:** Feel free to give stickers to kids who win or do well

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**Lucky Strike** *Step up to a lane for two chances to bowl over all its pins!*

**Resources:** 3 pieces of rope (for two lanes), 14 water bottles (7 pins each lane), two soccer balls

**Players:** up to 3 individuals at once

**Rules/tips:** Position yourself at the end of the lane (to easily reset the pins and stop the balls); players get a 2<sup>nd</sup> chance to bowl over any remaining pins; lanes bowl in tandem; use hands to signal "HOLD" and "GO"

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**Water** *Players must fill their bucket with pool water using a ladle.*

**Race** *Reach the blue line on the bucket before time runs out! Play as individuals or relay teams.*

**Resources:** 1 table, 3 buckets on top, 3 ladles, 1 blow up pool of water

**Players:** Up to 3 teams (played as individuals or relay)

**Time:** 1 minute to win it! Count down the final 5-10 seconds

**Rules/tips:** On "GO" players race to the pool and use a ladle to carry water back to the table; the team/player with the most full bucket at the end of 1 minute wins

**Awards:** Teams whose water levels reach the blue line are awarded...

- (For everyone from 10am) Chocolate/lolly
- (For official competition from 11.30am) Double points

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**Pegged** *Who can get the most pegs?*

**Resources:** 80 pegs, chalk

**Players:** 3+

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**Appendix 5**

**Welcome to the 20 Community Games**

***What your team needs to know:***

**When you arrive register** at the Welcome Station by the entrance.

**Warm- up/ practice time:** You can get some practice time from 10am

**Competition: 11.30am** - the competition officially begins please have your team ready to go at the Hot Air station.

The Ring Master will usher the team and crown to each game/marquee

11.30am Game 1: Hot Air

11.45am Game 2: The Rice Game

12.00pm Game 3: Pong

12.15pm Game 4: Puzzled

12.30pm Game 5: Lucky Strike

12.45pm Game 6: Water Race

1.00pm Final: Egg & Spoon Race

**Nominating players**

Some of the games are for individuals; some can be played in pairs or as relays. At each game, the ring master will tell you how many people can compete and then must nominate who will represent your team.





## How to play and rules of the games:

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### GAME 1: HOT AIR

**Aim:** Players must knock the cups over by using the air from their balloon.  
First person to knock all their cups over wins the heat.  
If a player knocks them over in under 30 seconds, you double your score.

**Heats:** 2 heats  
(2 teams compete at once)

**Players:** 1 player from each team

**Timer:** 1 minute to win it!  
Count down the final 5-10 seconds

**Rules:** Each player stands at their own table with 20 cups set up in a row.  
Players must inflate their balloon and squeeze the air out to knock over the cups.

**Scoring** 1<sup>st</sup> place = 2 points  
2<sup>nd</sup> place = 1 point  
Bonus points (double score) for finishing in under 30 seconds. This applies to the team that comes second as well, **so don't stop if you see the other team do it first.**

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### GAME 2: RICE GAME

**Aim:** Blindfolded, players must pick out paper clips from their rice bowl.  
Player with the most paper clips at the end of 60- seconds wins the heat.

**Heats:** 2 heats  
(2 teams compete at once)

**Players:** 1 player from each team

**Timer:** 60 seconds on the clock

**Rules:** Eyes must be closed behind the blindfold  
**No scooping handfuls of rice into the tray;** must use finger tips to pick out clips

**Scoring** 1<sup>st</sup> place = 2 points  
2<sup>nd</sup> place = 1 point

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**GAME 3: PONG**

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**Aim:** Players must guide the ball through the obstacle course by blowing through a straw.  
First team to guide their ball over the finish line wins the heat.

**Heats:** 2 heats  
(2 teams compete at once)

**Players:** Teams may nominate 1-2 players for their heat; 2 players can blow from any side of the table

**Rules:** You can only blow through the straw to move the ball.  
If your ball falls off the table, you must reset from the start line.

**Scoring** 1<sup>st</sup> place = 2 points  
2<sup>nd</sup> place = 1 point

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**GAME 5: LUCKY STRIKE**

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**Aim:** Bowl over all the pins in your lane

**Heats:** 2 heats  
(2 teams compete at once)

**Players:** 1 player from each team

**Rules:** Players get two chances to bowl over their pins  
If you bowl over all the pins on the first go, all the pins are reset for the second go  
If you hit some of the pins on the first go, you must hit the remaining pins on your second go  
You must bowl underarm

**Scoring** points are awarded as :

Bowl over all the pins in one go = 3 points  
Bowl over all the pins in two goes = 2 points  
Bowl over some pins on any go = 1 point

Bonus points (double score) for knocking down all the pins on the first go

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**GAME 6      WATER RACE – Relay**

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<b>Aim:</b>	Players must fill their bucket with pool water using a ladle		
<b>Heats:</b>	2 heats (2 teams compete at once)	<b>Players:</b>	2 or more players from each team
<b>Timer:</b>	1 minute to win it!	<b>Rules:</b>	
<b>Scoring:</b>	1 <sup>st</sup> place = 2 points 2 <sup>nd</sup> place = 1 point		
Bonus points ( <b>double score</b> ) for the water level reaching the blue line on the bucket			

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**FINAL      EGG & SPOON RELAY**

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<b>Aim:</b>	<b>Complete the race balancing your egg (ping pong ball) in a spoon</b> <b>First team to cross the finish line wins.</b>		
<b>Heats:</b>	1 heat (all 4 teams compete at once)	<b>Players:</b>	2 or more players from each team (relay event)
<b>Rules:</b>	You cannot touch the ball when it is in the spoon – only if it falls on the ground You must restart from the place the ball falls out You must pass all the checkpoints		
<b>Scoring</b>	The final Egg & Spoon Relay Race will see all four teams compete for 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> places, and points will be awarded 4, 3, 2 and 1 accordingly.		

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**Scoring**

We have four teams. Two teams will compete at once, so there will be two heats at each game.

1<sup>st</sup> and 2<sup>nd</sup> places will be awarded at each heat.

1<sup>st</sup> place receives 2 points. 2<sup>nd</sup> place receives 1 point.

The final Egg & Spoon Relay Race will see all four teams compete for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> places, and points will be awarded 4, 3, 2 and 1 accordingly.

There is also the chance to score bonus points at particular games. Claire will keep score and tally each team's points and announce the winner at the 1.30pm Presentation after lunch.





Appendix 6

Welcome to  
20\_\_ Community Games

- 10.00am** Sideshow Alley Games  
*(Open for everybody)*
- 11.00am** Games Official Opening
- 11.15am** Drumming Spectacular!
- 11.30am** The 2013 Community Games Competition Start  
*(For Registered Volunteer Teams)*
- Round 1: Hot Air
- Round 2: The Rice Game
- Round 3: Pong
- Round 4: Water Race
- Round 5: Lucky Strike
- Round 6: Puzzled
- Relay: Egg and Spoon Race
- 1.00pm** Lunch & Special Thank You
- 1.30pm** Cup Presentation
- 2.00pm** Closing of the Games



Water, sunscreen and hand sanitiser available across the day  
Lunch includes vegetarian, halal, gluten-free and dairy-free options



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