



# HR NOW CONFERENCE

## ABOUT HR NOW

**HR NOW** is a half-day conference on Saturday, November 15, 2014, hosted by SFU HRSA at SFU Surrey. Students will gain insights on various functional areas within the Human Resources Management industry. Students have the opportunity to interact with industry professionals and like-minded peers through a series of keynote speakers, networking sessions, and workshops.

## POSITION OVERVIEW

A behind the scene look at what it's like to organize the HR NOW Conference! Volunteers are responsible for ensuring the event runs according to schedule, setting up and cleaning up the event, and registering delegates. Volunteers will report to the HR NOW Logistics Coordinator, and help the entire organizing committee.

### Successful candidates must demonstrate the following skills:

- Organization
- Punctuality
- Attention to detail

### As a HR NOW volunteer, your task will be to help with:

- Set up before the event
- Clean up after the event
- Room organization/ orientation
- Registration
- Asking questions during question period if there aren't any/ are very few

For those who are interested, please fill out the application form found on [www.sfuhrsa.com/hrnow](http://www.sfuhrsa.com/hrnow). Please contact Nicole Chan at [nachan@sfu.ca](mailto:nachan@sfu.ca) if you have any questions or concerns.

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Thank you for your interest in the HR NOW Conference.