

LHR COMMITTEE 2021 AVAILABLE POSITIONS

LOGISTICS TEAM

ASSISTANT DIRECTOR OF LOGISTICS

RESPONSIBILITIES:

- Provide leadership and mentorship to a team of three committee members: Volunteer Coordinator, Event Experience Coordinator, and Pre-Race Events Coordinator.
- Coordinate and facilitate Logistics Team meetings. Manage all logistics related projects and workflow within the Logistics Team.
- Create all staffing plans for all Longhorn Run activations, pre-race events, packet pick-up and race day.
- Serve as an alternate point-of-contact for Packet Pick-up. Assist with the Packet Pick-Up day-of operations.
- Develop talking points for staff to utilize during each event/activation.
- Work collaboratively with Assistant Director-Communications on Communications needs for various logistics initiatives.
- Work collaboratively with Assistant Director-Influencer Program to secure Influencers for event staffing needs.
- Work collaboratively with Volunteer Coordinator to develop race day volunteer staffing plan.
- Lead development of comprehensive run-of-shows for all events.
- Position reports to the Student Director.

PREFERRED QUALIFICATIONS:

- Past experience leading and mentoring students.
- Excellent communication and organizational skills.
- Problem solving skills.
- Ability to lead and motivate others.
- Past experience coordinating an event.