



Team Captain Package

Thank you for volunteering to be a team captain for the Edmonton Community Challenge. Your role is vital to the success of this event, and you have the opportunity to motivate participants to win great prizes for their community league!

As team captain, you are the primary contact for participants within your community league. This role involves:

- Distributing event rules and regulations to your team members prior to the Kickoff Event on June 3rd. The event rules and regulations are part of the Participant Information Package available for download on the website.
- Participating in the 5 major events of the Edmonton Community Challenge or designating another member of your team to take the lead at those events. These include the Scavenger Hunt, Kickoff Event, “Can-it” Challenge, Community Cup Challenge, and the Mystery Challenge & iHuman Charitable Donation. However please keep this in mind – it is not mandatory for your team to participate in all events.
- Encouraging your team members to take part in as many events as possible. Your team receives points for participation, and you can increase participation by sending out emails reminding individuals to participate in the events. Participant contact information is available to all team captains by logging onto the website.

As team captain, you can play a major role in recruiting participants for your team. Participants have until June 3rd to register, and you can encourage them to sign up by:

- Asking your community league to spread the word to friends, family, and colleagues, and to advertise this event through their email contacts and via their newsletter.
- Putting up posters for the Edmonton Community Challenge in neighbourhood schools, libraries, coffee shops, restaurants, businesses and other public spaces. The Edmonton Community Challenge poster will be posted on the website, to be printed and posted as required.
- Share this event with everyone you know over email and through facebook, twitter, your blog, and any other means of communication available to you!



Key Dates & Times:

- **May 27th @ 12:00pm** - Scavenger Hunt begins, package will be available on the ECC website for download by all team members
- **June 3rd @ 11:59pm** - Scavenger Hunt deadline, all photos must be uploaded before 11:59pm!
- **June 3rd @ Kickoff** - Participant Registration Deadline
- **June 3rd @ 6:00pm** - Kickoff Event
- **June 4th @ 9:30am** - “Can It” Challenge
- **June 4th @ 1:30pm** - Community Cup Challenge
- **June 5th @ 10:30am** - Mystery Challenge
- **June 5th @ 12:00pm** - Deadline to bring all items for iHuman Charitable Donation

If you have any questions related to your role as team captain or regarding the community challenge in general, feel free to contact Michael Janz at michael.janz@efcl.org.