

## VOLUNTEER ORIENTATION MANUAL – GRADUATION POWWOW 2019

**Thank you** for volunteering your time at the powwow. More than 200 volunteers are required to make this celebration a success. We appreciate your support – we could not do it without you!



Laryn Oakes-Yazzie and T.J. Warren. Head dancers at the 2018 Graduation Powwow

### HEAD STAFF

**Masters of ceremonies:** Bruce Sinclair and Sanford Strongarm Sr.

**Arena directors:** Ryan Bugler and Tim Eashappie Sr.

**Head dance judge:** Laryn Oakes-Yazzie

**Head man dancer:** Roland Duquette

**Head woman dancer:** Khoniss Wutunee

**Head drum and singing judge:** Preston Gamble

**Host drum:** Poundmaker

[www.usask.ca/powwow](http://www.usask.ca/powwow)

*The main USask campus is located on Treaty 6 territory and the Homeland of the Métis.  
We also have off-campus sites on Treaties 4, 8 and 10.*

## EVERYONE IS WELCOME

With its origins dating back to the 1980s, the university's annual powwow is held to celebrate the academic success of Métis, First Nations and Inuit graduates from the University of Saskatchewan (USask) and local secondary schools. The powwow is also a time to celebrate the Indigenous community and culture at USask and around the province. This is the largest annual Indigenous event held by the university and attracts over 2,500 participants each year. Thousands of children from kindergarten to Grade 12 attend our Graduation Powwow. There are also many guests from communities across the province. Attendees have the opportunity to:

- Celebrate and honour Indigenous graduates from Saskatchewan
- Listen to traditional Métis music and First Nations drumming and singing
- Watch a variety of traditional Métis and First Nations dance styles
- Participate in educational children's activities

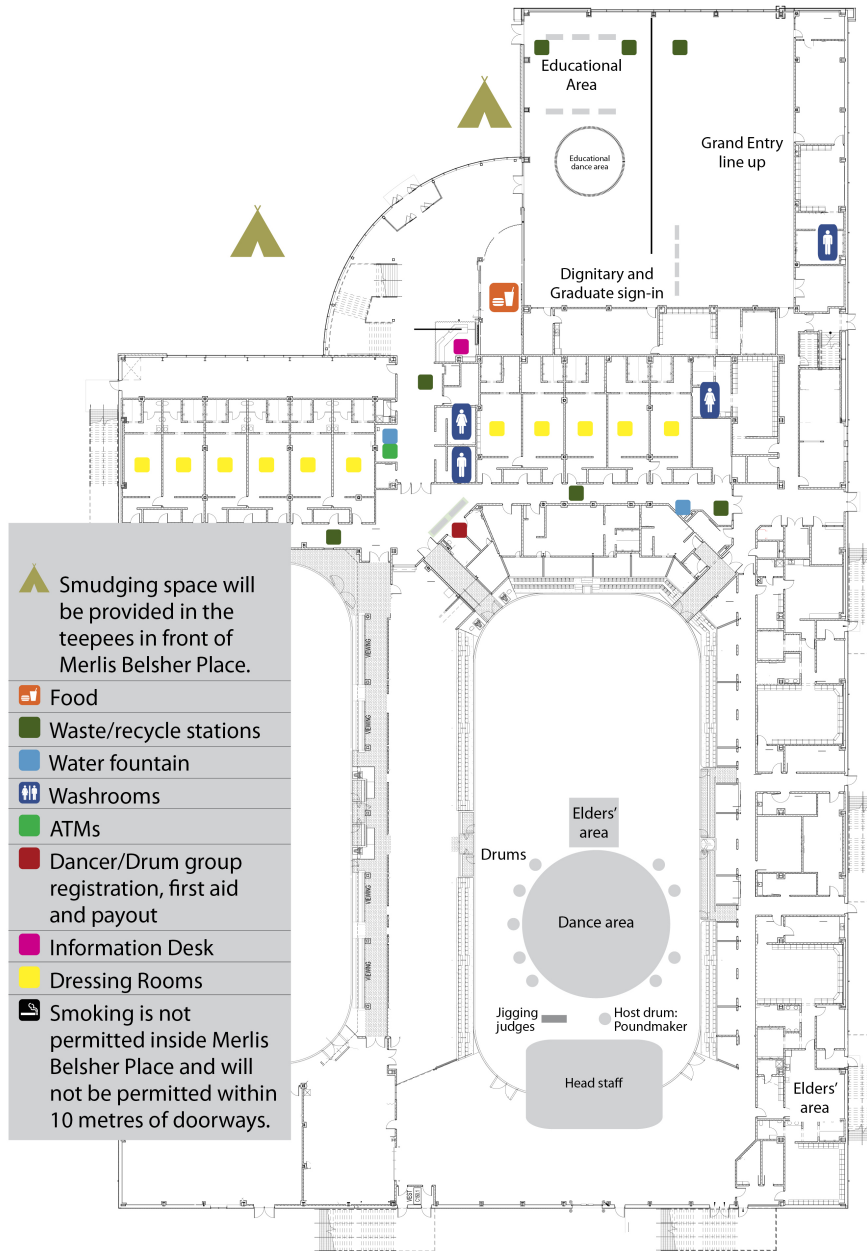
## EVENT DAY SCHEDULE

### Friday, May 31 on the University of Saskatchewan campus

<b>8 AM</b>	Set up
<b>8 AM</b>	Set up and Registration opens – graduates, schools, dancers, drummers
<b>9 AM</b>	Emcees start music and announcement
<b>9:15 AM</b>	Dignitaries line up, USask Graduates line up, Dancers line up
<b>9:30 AM</b>	Affinity grand entry beings
<b>10 AM</b>	Honouring of USask graduates
<b>10:25 AM</b>	Speeches begin
<b>10:55 AM</b>	Dancing begins
<b>11:30 AM</b>	High School graduates line up
<b>11:55 AM</b>	Announcements and payouts
<b>12 PM</b>	Honouring of high school graduates
<b>1 PM – 3 PM</b>	Powwow dancing continues
<b>1:45 PM</b>	Adult intertribal/drum competition
<b>3:30 – 6 PM</b>	Take down and clean up
<b>10:30 am – 12:30 pm</b>	
<b>And 1 – 3 pm</b>	Education area open in the Ron and Jane Graham Gymnasium
<b>11 AM, 12 PM, 1PM, 2PM</b>	Interactive educational sessions in the Ron and Jane Graham Gymnasium

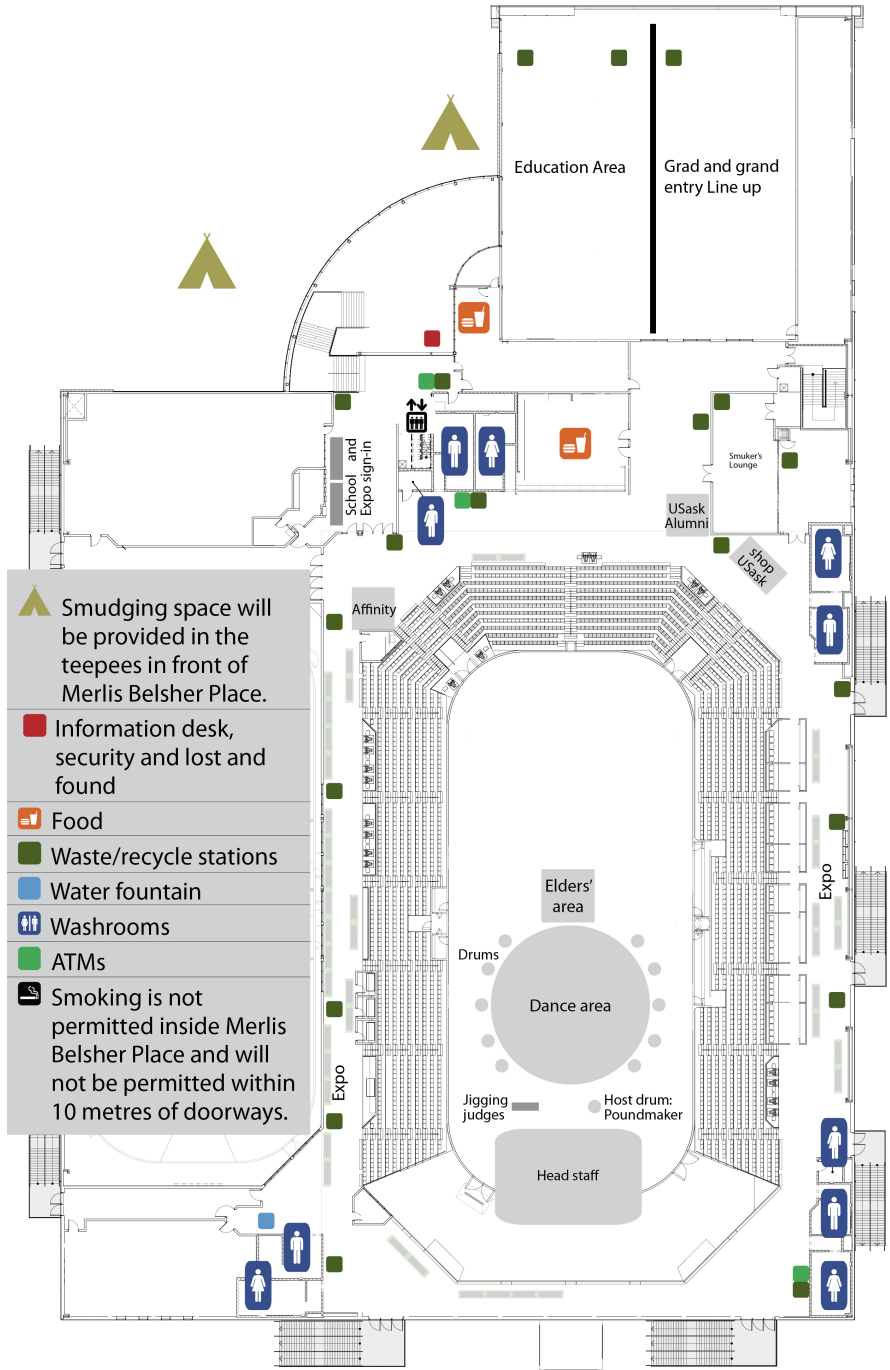
# GRADUATION POWWOW 2019 – MERLIS BELSHER PLACE SITE MAP

## Main floor



# GRADUATION POWWOW 2019 – MERLIS BELSHER PLACE SITE MAP

## Upper floor



## General Volunteer Guidelines

- As a volunteer, you are acting as an ambassador of the University of Saskatchewan. Thank you for modelling the values of respect, collaboration and generosity as we host our community.
- Event day will be busy – in the midst of your role, take time to observe, learn and celebrate.
- **Familiarize yourself with the event site and program.** Know where the following are located as you may be asked to direct people the day of the powwow:
  - information desk (home to volunteer registration, information and security)
  - concession
  - water fountains
  - first aid station
  - registration tables – dancers/drum groups, expo vendors/school, graduates
  - washrooms
- If you have questions or concerns throughout your shift, contact your volunteer team lead.
- If at any time during the day you are unsure of your role, please check with your volunteer lead or report back to the information desk for additional information.
- **Wear your volunteer t-shirt.** This will identify you as part of the event team. T-shirts can be returned to the information desk at the end of your shift, or to the Gordon Oakes Red Bear Student Centre at a later date, and we will recycle them for future event.
- You may be asked a wide variety of questions from attendees throughout the day. If you don't know an answer, please direct them to the information desk or to a staff member (they will be wearing a bright green t-shirts for easy identification).
- We will have a coat check for volunteers in the Smucker's Lounge, but the University of Saskatchewan is not liable for theft . Please leave your valuables at home.
- Volunteers will receive a meal voucher upon check-in. You will be able to use it during the powwow at the concession. The voucher is for \$10. No cash will be given back and you will be required to pay anything over that amount. The voucher is only valid for May 31, 2019.
- Any and all media inquiries should be directed to the information desk. The volunteers at this booth will contact our media representative.
- The University of Saskatchewan is not liable for theft, injury or extenuating personal circumstances.
- Visit our Gradation Powwow page to view past powwow footage: [usask.ca/powwow](http://usask.ca/powwow)

## Volunteer Check-in

Give yourself enough time to park/navigate transit and make your way to the Merlis Belsher Place.

There will be a **free shuttle** on Friday to Merlis Belsher Place. It will run between 9:00 am and 4:30 pm and pickup and drop off at shuttle stops around campus once an hour. It will leave Merlis Belsher Place on the hour and may take up to 20 minutes to reach each stop.

Upon arriving for your volunteer shift, check-in at the **information desk in the Merlis Belsher Place lobby** so we know that you have arrived. At that time we will let you know where and to whom to report for your shift.

## PHOTOS AND VIDEOS

The University of Saskatchewan will be taking photographs and videos (including a Facebook livestream) of the event and participants. Some of the videos and photographs taken will be posted on social media sites and webpages and will be used in future promotional material.

## SECURITY AND SAFETY

Protective Services will respond to all emergencies on campus. They will be located at the information desk in the Merlis Belsher Place lobby and security officers will be stationed at various location around the arena.

What you can expect from Protective Services in the event of:

1. **Lost child/person:** If someone approaches you about a lost child/person walk with them to the information desk located in the Merlis Belsher Place lobby. Do not let them “leave a message with you” and then proceed to look for the lost child/person. Once Protective Services is notified of the situation, a strategy will be made to search for the other party. If the lost child/person is not found after 30 minutes, other emergency service (Saskatoon Police Services) will be notified.
2. **Event which creates multiple casualties:** Protective Services will coordinate with emergency services (fire, ambulance, police, etc.) in anticipation of their arrival and care of the situation.
3. **Medical emergency:** If you are aware of or witness a medical emergency go to the first aid station, the information desk, or call 9-1-1.



4. **Suspicious or other criminal activity:** Call 306-966-5555 and an officer who is in Merlis Belsher Place will be dispatched. If you see an officer nearby, report to them in-person.
5. **Weather-related emergency or any active threat:** All staff, volunteers and participants will be advised to seek immediate shelter in the event that a potentially severe weather system threatens the campus. Instructions will come from Protective Services. There may be some expectation that volunteers, staff, or anyone familiar with the grounds, would aid attendees. However, one's personal safety is of the utmost importance.

## Key Contacts and Volunteer Role Descriptions

### Charlene Brown:



- **Set-up:** Volunteers will help with last minute set up of Merlis Belsher Place. Tasks could include setting up signage, chairs, tables, etc. Heavy lifting may be involved.
- **Take down:** Volunteers will help with cleaning up the building after the powwow is over. They will help switch the building over to the set up needed for convocation and gather everything that needs to be removed from the building to the backstage loading area. Tasks could include taking down signage, stacking chairs and tables, etc. Heavy lifting may be involved.

### Darla Isaak:



- **Dignitaries Line up Assistance:** Volunteers will assist staff in lining up dignitaries, VIPS, etc. for the Grand Entry.

**Lori Delorme:**



- **USask Graduates Registration and Line up Assistance:** Volunteers will assist staff in registering and lining up USask graduates and prepare them for the Grandy Entry and the Graduation Honouring. Volunteers at the registration table will need to give name badges to the grad to confirm correct spelling and name on badge for the Master of Ceremonies.

**Ally Chertez:**



- **High School Graduates Line up Assistance:** Volunteers will assist staff in lining up the high school graduates, handing out school signs, and preparing them their honouring.

**Michelle Derksen:**

- **Registration:** Volunteers will check-in schools, USask graduates and dignitaries and will provide registration forms to competitors (dancers and drummers); assign competition numbers; ensure forms are completed accurately and manage crowds.

**Shannon Toporoski:**

- **Volunteer Booth:** All volunteers will check-in upon arrival to the volunteer booth at the information desk and be provided with directions to where they should report to for their volunteer shift. This information desk will also be a hub for volunteers to meet if they have any questions or if they are no longer needed in their current role and want to be re-assigned to a new role.



### Christine Ruys:

- **Shuttle service** Volunteers will drive a shuttle to and from Stadium Parkade and Y-lot to Merlis Belsher Place. Volunteers must be a USask employee with a class 5 drivers licence.
- **School Buses** and larger vans etc. should be directed to drop off patrons at the Merlis Belser Place and then proceed to the Y-lot. Lot attendants are to communicate through radio to the shuttle buses/vans to inform the bus driver to go to Y lot for pick up of patrons.
- **Stadium Parkade Attendant:** Volunteers will welcome and direct the flow of traffic and answer questions about parking in this lot. Spectators and dancers will be using this lot. Elders/Veterans parking can be redirected to the Merlis Belsher Place as well as those with mobility/special needs. Shuttle van drivers will be shuttling visitors, performers, etc. back and forth from the Stadium Parkade to the Merlis Belsher Place parking lot.
- **Merlis Belsher Place Lot Attendant:** These volunteers must stop all vehicle traffic at barricade allowing entry only to Elders/Veterans, those with mobility stickers and VIP's. Volunteers will also direct bus drivers to Y-Lot (providing map) and communicating with the shuttle driver to arrange pick up (if necessary). Volunteers will direct expo participants and drummers who may be dropping off items to the loop in front of field house (to ensure they do not drop off and park in lot in front of Merlis Belsher Place). These volunteers will have a two-way radio to communicate with shuttle drivers.

### Rachel Fiddler:



- **Elders and Veterans Assistance:** Volunteers will greet Elders/Veterans and answer any questions they may have. Volunteers will also be of assistance to get coffee/snacks/etc. or lead them to washrooms. Elders/Veterans may be hard of hearing or not understand you when you are giving them complex directions (e.g. where the nearest bathroom is located, etc.) so please just be patient, speak clearly, and if necessary ask for further assistance. Lunch will be brought directly to the elders and veterans and you will assist them as needed.

**Jennifer Silva-Duncombe:**



- **Expo Vendor Assistance:** Volunteers will greet and check-in expo vendors, provide vendors with event information/schedules, direct them to their respective locations, and assist with set up when needed. Heavy lifting may be involved

**Matt Wolsfeld:**



- **Children's Programming:** Volunteers will provide assistance to educational and children's programming taking place in the Ron and Jane Graham Gymnasium, including First Nations and Metis crafts, dance exhibitions, interactive learning displays.
- **Sustainability/Grounds Green Team:** Volunteers will assist with ensuring proper cleanup and sorting of waste following the event and assist with waste measurement and analysis. Volunteers will encourage and inform visitors throughout the powwow on how to properly sort their items into the appropriate waste, recycling and compost bins.

**THANK YOU TO OUR SPONSOR**



## **POWWOW FREQUENTLY ASKED QUESTIONS**

### **1. When do you stand up/take your hat off during a Powwow?**

If you are able to stand, you should stand during the Grand Entry, Flag and Veteran Song, Honour Songs and the opening prayers. Please listen closely to the emcees as they will let you know when you should stand.

### **2. Can I take pictures of the powwow?**

You may take pictures or video footage. However, it is expected that if you are going to use the pictures or footage for something more than your personal enjoyment, that you do get the proper permission. If it is general shots, speak to the arena director or powwow committee. If you are planning to use individual shots get the permission of the individual.

### **3. What should I call the outfit of the dancers?**

Dancers' outfits are called regalia, it has usually taken many months/years to create these outfits and many people do not like it to be referred to as a costume.

Do not touch a dancer's regalia without the dancer's permission. If you notice that a dancer has dropped part of their regalia, inform them but allow them to pick up the item themselves unless they ask you to assist.

### **4. Why do Elders/ Veterans get special treatment?**

In First Nation's culture there is a high level of respect shown to those who are older, for it is they who have gained wisdom through their experiences and the knowledge that they have acquired. Please remember to show the appropriate respect and if needed, provide assistance to the elderly and/or those with limited mobility.

Veterans have made sacrifices for our collective safety and defending our lands and territories. Within the powwow, Veterans are honoured in many different categories as well as in the Grand Entry. Traditionally the powwow had roots and was used to recognize Veterans and their tour of duties. When the males would come back from war, they would re-enact in dance and song their tour of duty and display their valour.

### **5. Can I join in and dance with the powwow dancers?**

Listen to the emcees as they will let you know when the intertribal dance is happening. If you see many different dance regalia dancing, then it is likely an intertribal dance. Please feel free to join and partake in the culture.

### **6. Where can I sit at a powwow?**

At many powwows there will be designated places for spectators to sit such as bleachers and chairs. Many people bring their own chairs as there is usually limited seating. If you see a blanket placed over chairs it should be assumed that others reserved the spot. Please find another place to sit if

there is blanket or regalia on the chair.

If you have children with you, we ask that you have them sit with you. It is very easy for young children to get lost in the crowd. It is not the powwow committee's responsibility to look after lost children. Also, caution your children to be respectful of their actions and use of the facilities.

Please ensure that you are far enough away from the drums to allow judges, arena staff, and the singers to move around the drum.

## RESOURCES

*The following definitions were taken from various sources including: "Definitions" (Indian and Northern Affairs Canada, March 2000), The Canadian Oxford Dictionary, Gage Canadian Dictionary, Indian Claims Commission, Knots in a String (Peggy Brizinski, 1993), Treaty Elders of Saskatchewan (Cardinal and Hildebrandt, 2000), Federation of Saskatchewan Indian Nations, Saskatchewan Indian Cultural Center and various Internet sites.*

**Aboriginal Peoples:** The descendants of the original inhabitants of North America. The Canadian Constitution recognizes three groups of Aboriginal people – Indian, Métis and Inuit. These are three separate peoples with unique heritages, languages, cultural practices and spiritual beliefs.

**Band:** A group of First Nation's people for whom lands have been set apart and money is held by the Crown. Each band has its own governing band council, usually consisting of one or more chiefs and several councilors. Community members choose the chief and councilors by election, or sometimes through traditional custom. The members of a band generally share common values, traditions, and practices rooted in their ancestral heritage. Today, many bands prefer to be known as First Nations.

**Culture:** The customs, history, values and languages that make up the heritage of a person or people and contribute to that person's or peoples' identity. First Nations people use the term culture to refer to their traditional teachings: Beliefs, history, languages, ceremonies, customs, traditions, priorities (how life should be) and stories.

**Elder:** A person who has earned the right to be recognized as an Elder in his/her community and/or in other First Nations communities. Most have variety of special gifts that they have acquired and have earned. These Elders have the ability to pass on traditional teachings and provide spiritual guidance.

**First Nation:** A collective term that is used to refer to the original people of North America. It is important to recognize that there are many different Nations within the First Nations, each with their own culture, language, and territory. Other descriptions of "First Nations" include the following: 1) usually used to refer to a politically autonomous band under the *Indian Act*, a nation of First Peoples; and 2) a term that came into common usage in the 1970s to replace the word "Indian". Although the term "First Nation" is widely used, no legal definition of it exists. Among its uses, the term "First Nations peoples" refers to the descendants of the original inhabitants of

Canada. The term “First Nation” has also been adopted to replace the word “band” in the name of communities.

**Indian:** A person who is registered as an Indian or is entitled to be registered as an Indian under the *Indian Act*. A term that describes all the Aboriginal people in Canada who are not Inuit or Metis. Indian peoples are one of three groups of people recognized as Aboriginal in the *Constitution Act, 1982*. There are three definitions that apply to Indians in Canada: Status Indians, Non-Status Indians and Treaty Indians. The use of the term “Indian” has declined since the 1970s, when the term “First Nation” came into common usage.

**Indigenous People:** All inhabitants indigenous to their lands and territories, and their descendants; native or belonging naturally to a place; of, pertaining to, or concerned with the aboriginal inhabitants of a region.

**Inuit:** People living mainly in Northern Canada, Greenland, Alaska, and eastern Siberia, who are the original inhabitants of the Arctic known as the Eskimo people in the United States of America.

**Metis:** People born of, or descended from, both European and First Nations parents. A distinctive Métis Nation developed in what is now southern Manitoba in the 1800s, and the descendants of these people later moved throughout the prairies. There are also many other groups of mixed ancestry people, who consider themselves Métis.

**Native:** A person born in a specified place; a local inhabitant; a member of an Indigenous people of a country, region, etc. as distinguished from settlers, immigrants, and their descendants.

**Non-Status Indian:** An Indian person who is not registered as an Indian under the *Indian Act*. This may be because his or her ancestors were never registered, or because he or she lost Indian status under former provisions of the *Indian Act*.

**Status Indian (First Nation):** Three definitions are as follows: 1) an Indian person who is registered as an Indian under the *Indian Act* and thus recognized by the federal government as an Indian and accorded the accompanying rights, benefits, and restrictions of the *Indian Act* and related policies; 2) Status Indians are registered or entitled to be registered under the *Indian Act*. The Act sets out the requirements for determining who is Status Indian; and 3) Status Indian is a commonly used term applied to a person who is registered as an Indian under the *Indian Act*; a Registered Indian is a person who, pursuant to the *Indian Act* is registered as an Indian or is entitled to be registered as an Indian.

**\*\*\*These definitions were copied from the ASC 2013/2014 Student Handbook. It was written by the Office of the Treaty Commissioner. \*\*\***

If you have any questions email us at [asc@usask.ca](mailto:asc@usask.ca)