

# Volunteer/Staffing Requirements

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Hybrid events require **dedicated support roles**, on top of your usual in-person hosts or speakers.

## Suggested Roles:

- **Virtual Moderator**

- Manages chat, Q&A, and polls
- Communicates with in-person host about raised questions

- **Tech/Zoom Host (optional, if separate)**

- Starts the Zoom
- Handles breakout rooms or tech troubleshooting

- **On-Site Leads and planning team**

- Handles in-person logistics, signage, speaker needs

- **AV Liaison** (if applicable)

- Interfaces with company AV/IT team
  - Ensures audio and video are functional for virtual stream
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