



WELCOME TO THE AQUACULTURE EUROPE CONFERENCE

STUDENT HELPER GUIDELINES



 European Aquaculture Society

www.aquaeas.eu

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Student Helpers during AQUA 2018 in Montpellier, France

HELLO GUYS AND WELCOME



Welcome to the team!

You're about to become an essential part of one of the biggest aquaculture events in Europe - Aquaculture Europe, organized by the European Aquaculture Society (EAS).

Aquaculture Europe is a major international conference that brings together over 2,000 professionals, researchers, students, and companies from around the world to exchange knowledge, present innovations, and discuss the future of sustainable aquaculture. It includes scientific presentations, a trade exhibition, networking sessions and workshops.

The European Aquaculture Society (EAS) is a non-profit organization that connects aquaculture professionals across Europe. EAS promotes research, innovation, and responsible development of aquaculture through events like this, its magazine, webinars and more.

The student group is an important part of EAS, supporting the next generation of aquaculture experts.

YOUR ROLE AS A STUDENT HELPER



Representatives of the European Aquaculture Society Student Group at AQUA 2024 in Copenhagen, Denmark.

As a student helper, your contribution is vital to the smooth running of the event.

On the following page, you'll find descriptions of the different roles you may be assigned.

Please take your responsibility seriously and always ask your Student Coordinator if you're unsure of anything.

All student helpers will receive instructions during an onsite training on the first day of the event. Supervisors will explain your tasks, assignments, and responsibilities in detail. Please make sure to attend, as this session is important to prepare you for your role and to answer any questions you may have.

ROLES AND RESPONSIBILITIES

Bag Stuffing - September 22, 08:00 CET

- This task will take place before the conference begins, on Monday, September 22, starting at 08:00 CET.
- Your role will be to assemble delegate bags, which include the conference brochure, promotional materials and giveaways.
- It's important to work efficiently and carefully to ensure every bag is identical and complete.
- Bag stuffing is a great opportunity to meet other students and get involved before the event officially kicks off! 😊



Photos of the bag stuffing at AQUA 2018 in Montpellier, France.

ROLES AND RESPONSIBILITIES



TEMP

- You will be stationed in one position throughout the conference.
- These are critical roles that should not be rotated or changed.
- We prefer TEMP students who are available to help during the entire conference period (excluding the last day).
- If you are assigned as TEMP, your support is crucial and highly valued.

WILL CALL (Registration Desk)

- Support the registration team by helping distribute badges, bags, and materials.
- This is one of the most responsible roles, especially important during the first day and the following two days.
- You must be confident in English.
- You will also help guide participants to speaker preparation, rooms, or answer general questions.

Badge Checkers

- Stationed at entrances to conference rooms.
- All badge checkers are required to arrive 20 minutes prior to the start of the session.
- You must check participant badges to ensure they are eligible to enter sessions.
- There are two badge types for the event:
 -  **Blue Badge** - Grants access to all conference rooms. This badge is given to both **conference delegates and exhibitors**.
 -  **Yellow Badge** - Provides access **only to the trade show area** and **industry sessions** (which are marked with a different colour in the programme grid). Holders of this badge cannot enter the scientific conference sessions.
- More details and visual examples will be provided on-site during training.
- **Upon arrival, always contact the Student Coordinator** and, if possible, visit the **Speaker Prep Room** to let the team know you've arrived and are ready to assist.
- **Once you arrive at your assigned session room, please introduce yourself to the Session Chair** and let them know you're there to support the session.

ROLES AND RESPONSIBILITIES

Opening Ceremony

- Assist during the opening event.
- Help distribute drink/meal coupons, and support the team as needed.
- You may be asked to welcome guests.

TOUR

- You will help coordinate conference tours or technical visits.
- Check that all participants are registered and have paid.
- Assist with managing participants getting on the correct busses and maintaining schedules.



Student helpers at the Advance Registration desk during AQUA 2024 in Copenhagen, Denmark.



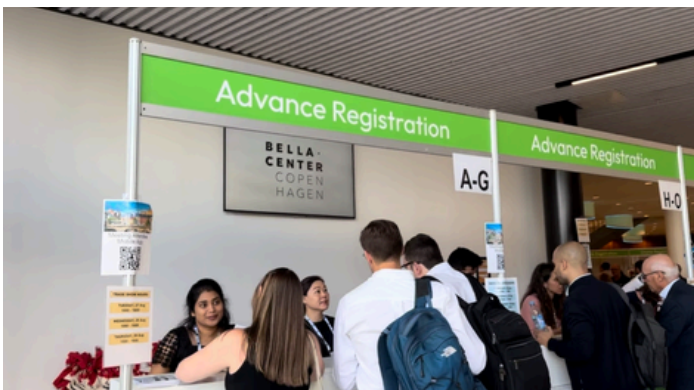
Student helpers during AQUA 2024 in Copenhagen, Denmark.

COMPENSATION

Aquaculture Europe organisers pay student helpers **€10.00 per hour worked**. You will be asked to fill in a timesheet, so please track your working hours accurately each day. These will be collected by the Student Coordinator.

REGISTRATION AND CONFERENCE ACCESS

- Students who work **15 hours or more** during the event will receive **free registration** to the conference.
- Students who work **less than 15 hours** will be required to pay the **early student registration rate of €155**.
- **Please wait before registering.** Our Student Coordinator will be in touch with you to confirm your hours and provide further instructions:
 - If you work **15+ hours**, you'll receive instructions for **free registration**.
 - If you work **less than 15 hours**, you'll receive a **coupon code** to register at the early student rate.



Registration desk at AQUA 2024 in Copenhagen, Denmark.

FINAL NOTES

- Be polite, helpful, and welcoming - you are often the first point of contact for many attendees.
- Arrive on time, wear your student helper badge at all times, and be attentive.
- If you have questions, speak to the Student Coordinator.

We're incredibly grateful to have your support.
Let's make Aquaculture Europe 2025 in Valencia a fantastic and unforgettable experience - both for participants and for you!

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Just like in aquaculture, strong networks create thriving ecosystems. The connections you build today will feed the solutions of tomorrow.

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Student Helpers during AQUA 2018 in Montpellier, France

**All photos are courtesy of Ana Visković, Project and Programme Manager, European Aquaculture Society.*