



August 8, 2022

VIRTUAL MEMBERS:

Hello, members of Virtual Chicon 8!

We're so pleased you'll be joining us virtually. We've put together some really great program items, exhibits, and more for you to see.

Today's Email Update covers quite a few topics:

- Special Guest Dr. Eve L. Ewing will be virtual
- Hugo voting closes August 11
- Site Selection voting is open
- Chicago Worldcon Community Fund
- Volunteer Opportunities

We're less than a month away! Can't wait to see you all online!

Stay well,
Helen Montgomery
Chair, Chicon 8

Special Guest Dr. Eve L. Ewing

Dr. Ewing has had to change her appearance from in-person to virtual, and also had to decrease the number of program items she could be on. Full details will be in next week's launch of the program schedule.

Hugo Voting Closing This Week!

This is your last opportunity to download the Hugo Voters Packet and to vote for this year's Awards! **All ballots must be received by 11 August 2022, 11:59 pm PDT (UTC-7).** More information on the Hugo Awards can be found on our website [here](#).

Site Selection Voting

Site Selection Voting is now officially open. This year, the membership of Chicon 8 will be able to select the location of both the 2024 Worldcon and the 2023 NASFiC. We accepted bid filings from one Worldcon bid, [Glasgow in 2024](#), and two NASFiC bids, [Winnipeg 2023](#) and Orlando in 2023. However, on Friday, August 5, Orlando in 2023 withdrew from the race. Full information about Site Selection can be found on our website [here](#).

Donate to the Chicago Worldcon Community Fund!

The Chicago Worldcon Community Fund (CWCF), inspired by the funds and initiatives that have come before, is here to facilitate bringing more people into our community. The CWCF is a special fund to help defray the expenses of attending Chicon 8 for the following groups of people: Non-white fans or program participants, LGBTQIA+ fans or program participants, and local Chicago area fans of limited means.

We are trying to help meet the last requests we have for funding, and we only need about \$5000 to fund everyone's requests! Can you help? Learn more about the CWCF and how you can donate [here](#).

Volunteers Needed!

Today I'm writing to ask for a bit of help. Running a virtual event like this takes a lot more volunteers than you might think it would. As you're already attending virtually, we wanted to see if you might also be able to give a couple hours of your time as a volunteer (and earn some free swag just for virtual volunteers!)

Below you will find a detailed list of jobs that we have available and what they will entail. You will also note that we will be doing lots of trainings, so no worries about not knowing how to do something - we've got you covered.

If you are interested, please fill out our volunteer form:
<https://chicon.org/home/volunteering/volunteer-opportunities/>

Thanks very much for considering! We really appreciate it.

Virtual C8

The virtual convention aspect of Chicon 8 will run Thursday 1 Sept through Monday 5 Sept with a switch over to replay mode at the end of the day on Tuesday 6 Sept. The virtual convention runs 24x5, with 4 fully virtual program tracks, 3 hybrid tracks streamed from the in-person convention, and a social lounge. The platform being used is Airmeet.

Airmeet Training and Launch Timeline

- Aug 7-8 - Manager on Duty training (Train the Trainers)
- Aug 13 - Tech Support members test/training meetup
- Aug 13-17 - Log in Tech Support training, Train the Trainers training
- Aug 19 - Airmeet soft open
- Aug 19-24 - Virtual Host training, Social Host training
- Aug 24-Sep 1 - Panelist, moderator, and virtual host training meetup
- Aug 31 - In person host training

Virtual C8 Manager On Duty (MOD)

We are looking for 8 people from differing time zones to fill this position.

This is essentially the on duty producer role, ensuring everything is running smoothly during the shift.

TASKS:

- 1st contact for virtual panelist login issues
- Contact missing panelists
- Responsible for changes to the schedule on the backend in Airmeet.
- Keeper of all the knowledge, full access to Airmeet.
- Responsible for volunteer switch over of the Virtual and Social Hosts
- This role is similar in responsibility level to that of an Area Head.
- Need to be organized, able to manage several streams of activity simultaneously
- Patient with people less tech enabled
- Good customer service skills are a plus
- Familiarity with Airmeet is not required but would be very helpful

TIME COMMITMENT: 6 hour shifts, preferably daily Thurs 1 Sept through Mon 5 Sept.

Training will be held August 7-8, with later dates possible as needed.

Virtual C8 Social Host

We are looking for 15 people from differing time zones to fill this position.

TASKS:

- 1st line of tech support and login for members in Airmeet
- Staff a table in the lounge and occasionally check in with other tables to ensure all is well
- Post and manage polls in the Airmeet feed.
- Corroborate with virtual club tables and parties to ensure they can create their spaces and make announcements about them.
- Direct Table Talk moderators on how to set up their environment.
- Be patient with people less tech enabled
- Good customer service skills are a plus
- Familiarity with Airmeet is not required but would be very helpful

TIME COMMITMENT: 3 hour shifts, preferably daily Thurs 1 Sept through Mon 5 Sept. The virtual convention runs 24x5, with 4 fully virtual program tracks, 3 hybrid tracks streamed from the in-person convention, and a social lounge. **Training will be held Aug 19-24.**

Virtual C8 Virtual Host

We are looking for 50 people from differing time zones to fill this position.

TASKS:

- Start program items that are fully virtual
- 1st tier tech support for virtual panelists before each panel item begins.
- Monitor panel chat stream, highlighting comments and questions. (The moderator can do this if they are comfortable with it.)
- Pinning speakers depending on the size of the panel.
- Start video sharing for panels where needed.
- Call panel times.
- Familiarity with Airmeet is not required but would be very helpful

TIME COMMITMENT: 6 hour shifts, preferably daily, Thurs 1 Sept through Mon 5 Sept. The host call is 30 minutes prior to the panel start. **Training will be held Aug 19-24**

Virtual C8 In-Person Hosts

We are looking for 15 people to fill this position.

TASKS:

- Coordinate streamed events into Airmeet from the convention program rooms.
- Manage change over of streaming keys between events

- Troubleshoot A/V issues sinking to the stream.
- Familiarity with Open Broadcaster Software (OBS) is a plus.
- Monitor the panel chat and coordinate with in-person panel moderators for how they want to handle virtual questions.
- Communicate back to the virtual members how the questions are going, ensuring that members in the virtual space feel heard
- Panel time calls
- Familiarity with Airmeet is not required but is helpful.

TIME COMMITMENT: 6 hour shifts, preferably daily, Thurs 1 Sept through Mon 5 Sept. The virtual convention runs 24x5, with 4 fully virtual program tracks, 3 hybrid tracks streamed from the in-person convention, and a social lounge. Tuesday will be the day the Virtual Con switches over to replay and will likely have some folks logging in for the first time. **Training will be held Aug 31 on-site.**

Virtual C8 Login Tech Support

We are looking for 5 people from differing time zones to fill this position.

TASKS:

- Work in a collaborative inbox, slack channel, and with a Google phone number, responding to tech support requests from members for login.
- Familiarity with Airmeet is not required but would be helpful

TIME COMMITMENT: 3-5 people with availability on Thursday & Friday, 1 person on Saturday and Sunday, and 3-5 people on Monday and Tuesday. The virtual convention runs 24x5, with 4 fully virtual program tracks, 3 hybrid tracks streamed from the in-person convention, and a social lounge. Tuesday will be the day the Virtual Con switches over to replay and will likely have some folks logging in for the first time. **Training will be held Aug 13-17.**