



OWASP DC AppSec Conference 2009  
Volunteer Guide

## Responsibilities

- If you are a volunteer for AppSecDC, you are primarily working the conference. Our goal is that all volunteers who want to will be able to attend approximately one day's worth of the talks on the 12th or the 13th, but this is dependent on how many people we get on our staff and any other extraneous factors that may occur. We will attempt to make sure that all volunteers who are working and interested can see select portions of the conference, but there is no guarantee. If you want a 100% guarantee of seeing any specific part of the conference, you should attend as a paying attendee.
- Volunteers will be given catering as per attendees on days they are working. This will include continental breakfast, coffee, and lunch at a minimum. If a convention reception is held after the first day of the convention (on Thursday), Volunteers will also be invited to this reception, though we may need some people to volunteer to work during that event as well (and other ad hoc responsibilities as they arise).
- Volunteers will also get one free staff shirt, to be worn while they are working the conference. Additional shirts may be available for purchase, should you be interested in having more than one.
- If your availability changes for any reason so that you will no longer be able to work the times you specify, we request that you IMMEDIATELY update us to this fact as soon as you are aware of it, so that we may supplement or replace your position as we see fit.
- In order to volunteer, you must be able to commit to at least a 1-day shift, from 8:30AM to 7PM.

## Volunteer Positions

These are the positions that exist currently; this list may change as the event evolves.

### Security

Checking credentials at the entrance to convention only areas and controlling access to convention events. There will be licensed security personnel onsite to handle and "real" security issues should they arise, volunteers are not expected to put themselves in any jeopardy as security staff.

Security is ideal for people who can stay focused on a simple task, are vigilant, may not be able to work the entire conference and want to interact with the general convention population.

### Speaker and Trainer Liaisons

Helping Speakers and Trainers get to and from their assigned areas, and making sure that they have the resources that they need to do their tasks. Will also interface with the facilities team if any facilities issues arise and need to be remedied.

Being a Liaison is ideal for people who are capable of a high level of professionalism, can communicate well, and don't mind odd jobs as well as following a schedule. Liaisons are ideally committed for the duration of the conference (or at least Thursday and Friday). Liaisons will have the benefit and limitation of being tied to a specific track. This means that they will be able to see select portions of that track while "on the job," but will be locked into a set schedule that will require them to miss certain parts of the conference. Liaisons may also get some ability to interact with speakers and trainers, but this is not guaranteed.

Trainer liaison positions require being available Tuesday and Wednesday.

### **Registration/Info Desk/Merchandise**

Helping run the registration and "Front Desk" functions of the conference. This may also expand to running an Information Desk functionality and/or helping sell merchandise.

Registration is ideal for people who are comfortable dealing with large numbers of people under mildly stressful circumstances, who can communicate well, and are familiar with office functions and/or inventory or registration systems. The position is likely to be very busy in the mornings, and require arriving very early, but then be very light later in the day.

### **Facilities**

Helping run the "behind the scenes" of the conference. This will mainly be overseeing the various contractors and vendors hired to provide services for the conference, and acting as a liaison between the convention center, contractors, exhibitors and the rest of the conference.

Facilities is ideal for people who are "jacks of all trades," don't mind working under pressure, and can interface between different groups smoothly. This is also the least defined of the staff positions -- Facilities may be working around the clock if a crisis arises, or they may be just waiting for things to break and not have much to worry about.

## **General Information**

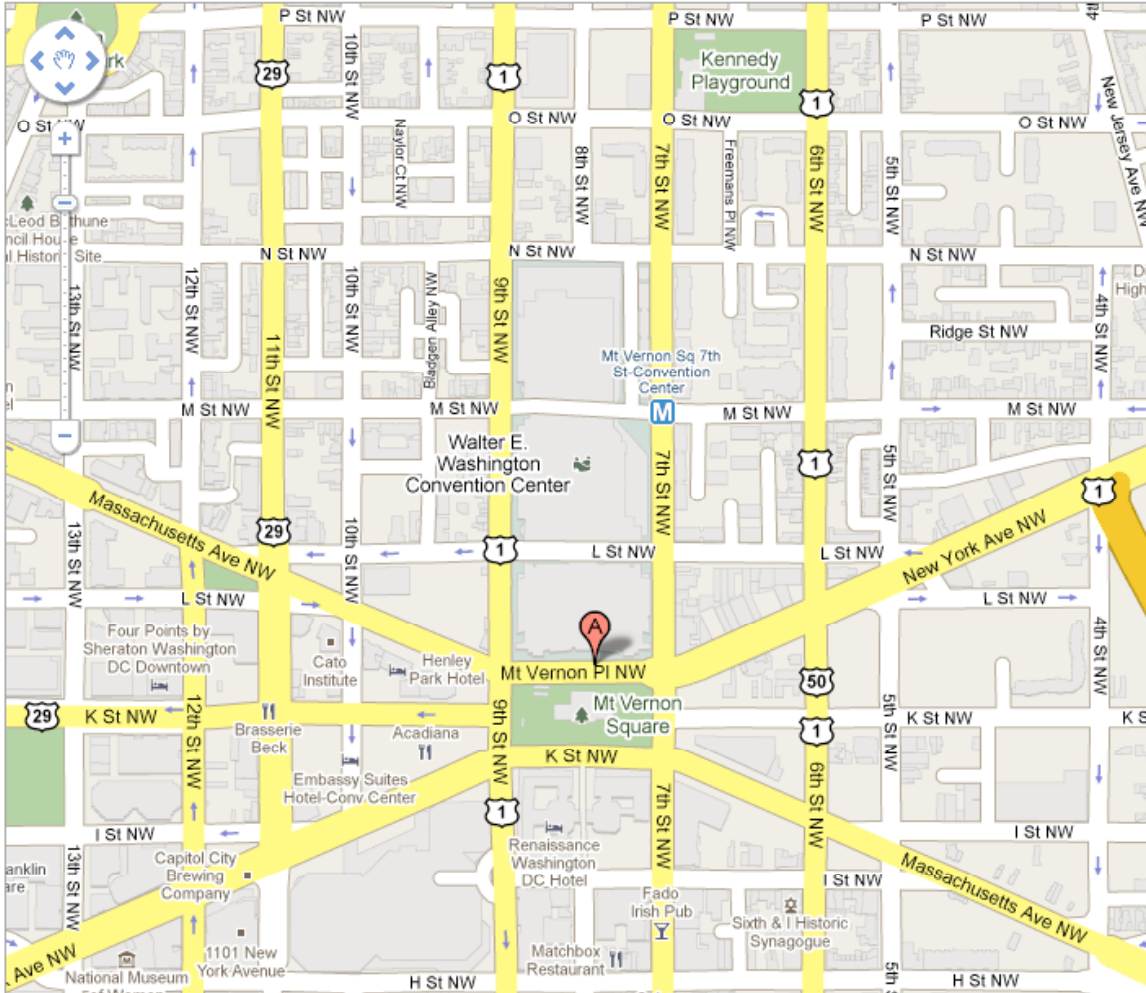
The AppSec DC OWASP Conference will be a premier gathering of Information Security leaders. Executives from Fortune 500 firms along with technical thought leaders such as security architects and lead developers will be traveling to hear the cutting-edge ideas presented by Information Security's top talent. OWASP events attract a worldwide audience interested in "what's next". The conference is expected to draw 600-700 technologists from Government, Financial Services, Media, Pharmaceuticals, Healthcare, Technology, and many other verticals. Volunteers play a vital role in the success of the conference.

OWASP is an open community dedicated to enabling organizations to conceive, develop, acquire, operate, and maintain applications that can be trusted. All of the OWASP tools, documents, forums, and chapters are free and open to anyone interested in improving application security. We advocate approaching application security as a people, process, and technology problem because the most effective approaches to application security include improvements in all of these areas. We can be found at [www.owasp.org](http://www.owasp.org).

## **Conference Location, Dates, and Schedule**

AppSec DC 2009 will be held at the Walter E. Washington Convention Center (801 Mount Vernon Place NW Washington, DC 20001) on November 10th through 13th 2009.

The convention center is located over the Mount Vernon Square/Convention Center Metro stop on the Green and Yellow lines of the DC Metro, and only a few blocks from our convention hotel, the Grand Hyatt Washington.



The conference schedule can be found here:  
[http://www.owasp.org/index.php/AppSecDC\\_Schedule\\_09](http://www.owasp.org/index.php/AppSecDC_Schedule_09)

### Contact Information

Jon Rose  
jrose@owasp.org  
718-640-6194

### Feedback

Please send an email to [jrose@owasp.org](mailto:jrose@owasp.org) with the following information:

Name:

Email:

Phone:

I am available (please indicate days you are fully available):

- Tuesday 10/11
- Wednesday 11/11
- Thursday 11/12
- Friday 11/13

Additional notes about my availability, or days of partial availability:

I wear the following shirt size (American T-shirt sizes, approximate "standard" Men's or Women's sizes):

I would be interested in purchasing an additional shirt or shirts (Y/N). How Many? \_\_\_\_\_