

Frequently Asked Questions

Please find below answers to some key questions to support your application to volunteer at the Paris 2024 Olympic and Paralympic Games.

How can I apply to volunteer at the Paris 2024 Games?

The Paris 2024 volunteer programme is open to everyone – people of all ages and nationalities are encouraged to apply. Applications should be made via the [Paris 2024 website](#), and will close on **3 May 2023**. Volunteers will be selected by the Olympic Games Committee and announced in September.

Who is eligible to apply as a volunteer in receipt of ten days' additional paid leave from Ipsen?

We invite all permanent Ipsen employees regardless of where they are located around the world to apply to volunteer at the Paris 2024 Games. Applicants should be confident speaking in French and/or English, and available to volunteer for at least **10 days** between the opening of the Athlete's Village and two days after the closing of the Paralympic Games. Employees will be responsible for funding their own travel, transport and accommodation in addition to any other costs related to their volunteering. Employees should also be happy to share their volunteering experience via Ipsen internal communications.

Employees who are on fixed term contracts, leaving Ipsen or who will be working their notice period during the time of volunteering are **not** eligible to apply with support (or additional paid leave) from Ipsen.

Is there a limit to the number of volunteering places supported by Ipsen?

Yes. Ipsen will offer the first 50 employees with their applications accepted by the Olympic Games Committee an additional ten days' special paid leave to cover their volunteering time at the Paris 2024 Games.

Is there a process I need to follow to apply for the additional paid leave from Ipsen?

Yes. First, please apply to volunteer via the [Paris 2024 website](#) before **3 May 2023**. Once you have submitted your application, please email your Line Manager to inform them. In September, the Olympic Games Committee will notify you of the outcome of your application. If you are successful, please forward the confirmation email from the Olympic Games Committee as soon as possible to your Line Manager and Roxane Pitie (roxane.pitie@ipsen.com). They will then confirm if you have been selected as one of the 50 employees Ipsen will support with ten days' additional paid leave to cover your volunteering time.

Do I need to ask my manager first before I apply to volunteer?

Yes, please discuss the volunteering opportunity with your Line Manager before you submit your application.

If I am selected as a volunteer, will I need to take photos of my volunteering experience?

Yes. If you are selected as one of the 50 employees supported by Ipsen, we would like to share your volunteering experience with the Ipsen organization. So, please be prepared to capture some photos and videos from your experience and tell your story by writing a MyIpsen article or blog post.

When will I receive confirmation that my application has been successful?

In September, the Olympic Games Committee will notify you of the outcome of your application. If you are successful, please forward the confirmation email as soon as possible to your Line Manager and Roxane Pitie (roxane.pitie@ipsen.com).

Which Ipsen colleague can I contact for more information on the Paris 2024 volunteering programme?

Please contact Roxane Pitie (roxane.pitie@ipsen.com) for any further questions on the Paris 2024 volunteering programme.