

Volunteer Position Description



Job Title:	Start Line / Finish Line Marshal
Event:	Herald Sun / CityLink Run for the Kids
Volunteer Period:	Sunday 14 March 2010- 7:00am to 12:00pm Arrival: 7:00am Volunteer Briefing: 7:15am
Reporting To:	Start Line Coordinator – Paula Ewing
Check In Location:	Tom’s Block, King’s Domain, Melbourne

Aims and Objectives

The purpose of this document is to outline your tasks and responsibilities and the reporting procedures for your role as a **Start and Finish Line marshal**.

Purpose of the Position

Marshalling participants at the start line and finish line.

Responsibilities

You will need to report to the Workforce Check-In Tent which will be situated on Tom’s Block, Kings Domain at 7.00am to:

- Register your attendance
- Collect a meal voucher
- Collect a volunteer t-shirt

7.15am - Role 1: Start Line Marshal - Report to Paula Ewing at Start Line Stage

- At the start we require your help to direct people to the correct marshalling zone areas. These will be clearly indicated with feather flags & signs corresponding to coloured race numbers.
- The short course runners (green & white) are marshalled to the start line at Boathouse Dve for an 8.45am start. The faster (green) runners should be directed to the front.
- The long course runners (blue, yellow & red) are marshalled to the start line in Alexandra Ave for a 9.00am start. The faster (blue) runners should be directed to the front.
- There will also be wheel chair entrants in the long course that need to be marshalled in front of the blue zone for a 8.58am start.

9.00am - Role 2: Finish Chute Assistant

- Once all short course participants have passed through the start line we will ask half of you to relocate to the short course finish line at 9:00am. The remaining half will relocate after the last runner has started the long course event.
- When the runners come across the finish line they will be exhausted and excited. They will most likely want to stop, rest and chat. This can create a very congested finish area. It is your job to congratulate and thank them but to then kindly ask them to keep moving as they need to pass through the back-up timing system to ensure their time is captured.
- You will also have to encourage them to move onto the recovery area. Don't be afraid to raise your voice! Loud hailers will be available to assist.
- Report any incidents to your team leader

Emergency / Medical Support

EMSA will be situated in the Village next to the Information Tent and at each drink station on course. First aid staff will also be roving the course on bikes and patrolling the Village site on foot. An ambulance will be located at the finish area.

If a competitor requires medical care please inform the EMSA or your Supervisor immediately

In the event of an urgent medical emergency, i.e. heart attack, call '000' immediately

Knowledge, Skills, Experience and Mandatory Requirements

- Be friendly and approachable
- Possess a reasonable level of health and fitness
- Use initiative

Important Points to Remember

You are a special team of people who are involved in a fantastic event that raises vital funds for the Royal Children's Hospital. Make sure that you soak up the atmosphere on the day and most importantly, HAVE FUN!

For more information contact the Workforce Manager on email sarah@tlsports.com.au