Finish Line Area Volunteers (Sunday)

Report to:	Finish Line Area Manager Brad King
Sign In:	Volunteer Information Session at the Apollo Bay Hotel: Thursday 12th May at 5.30pm
Role:	General Helpers: • Meet the Area Manager at your designated start time and area • Familiarise yourself with the finish line area including locations for competitors refreshments, warm clothing collection, toilets and how to seek medical attention if required. • Assist with managing the flow of competitors through the finish line. Keep them moving through the finish area to the drink station to keep the area free from congestion • Crowd control barriers will be in place for a distance ahead of the finish line however in spaces further up the road where they are not in place spectators sometimes walk onto the track to cheer runners on. Please assist in keeping them off the track & out of competitors way as they make their way to the finish line • Be alert & look for any competitors that may need medical or general assistance as they finish their race. Work in groups of two & ask them if they are ok or if they need medical assistance. If safe to do so take them to the Medical Tent next to the Start / Finish area or request First Aid assistance for them, if required. Stay with the runner until First Aid is presence. • Please make sure you are in your designated position by your allocated start time. • Assist with crowd management by directing competitors away from vehicles, keeping people moving through areas such as the drink station • Provide encouragement to finishing athletes • Assist with the pack up of equipment and disposal of rubbish. Medal Distribution: • Assist with medal distribution to all competitors as they cross the finish line according to which event they are competing in. The Area Manager will give you the allocation of medals & each competitor is to receive a medal as they cross the finish line. • Regularly ensure plenty of medals are ready and on hand

- Once medals have been distributed, assist the team by encouraging competitors to continue moving through the Finish shoot to the Drink Station in the Festival Hub.
- Please take note of all tasks in the General Helper description. In the down time between your medal distribution role please actively seek to help the General Volunteers above with general assistance in the area.

Finish Tape Holders:

- Make yourself known to the Finish Line Area Manager as soon as you arrive for your shift/s. Please don't leave the Finish Area until your shift has finished.
- Your main role is to hold the Finish tapes for all races. Please familiarise yourself with the finish times for each event & ensure you are in position at the Finish arch 20minutes before. Your Area Manager will brief you on the process.
- Please take note of all tasks in the above General Helper description. In the down time between your main role please actively seek to help the General Volunteers above with general assistance in the area.

ESTIMATED FINISHER TIMES:

EVENT	START TIME	FIRST FINISHER
Half Marathon	8am	9.15am (1hr 15)
Marathon	8am	10.30am (2hr 30)
Ultra-Marathon	8am	12noon (4 hrs)