

2019 VOLUNTEER POSITION DESCRIPTIONS

Day Before Event (Friday, September 13th)

Set up Crew

4-5 volunteers

12:00pm-4:00pm, Community Hall

- Assist in set-up of Waskesiu Community Hall and Rider Village including: tents, tables, chairs, signage, food supplies, check-in supplies, barriers, etc.
- Unloading of supplies from trucks
- Heavy lifting required

Signage Crew

3 volunteers required

1:00pm-5:00pm, on route

- Placing signs along route
- Must be able to lift & carry 10lbs at least 50 ft.
- Vehicle is provided

Early Cyclist Check-In

9 volunteers required

7:00pm-9:00pm, Community Hall

- Welcome participants
- Ensure participants pledge package is completed properly
- Register any individuals not previously registered
- Help distribute T-shirts, Jersey's and Shorts to participants as required

Town Hall Greeter

2 volunteers required

7:00pm-9:00pm, Community Hall

- Greet & direct everyone who enters Hall

Event Day (Saturday, September 14th)

Food Preparation- Breakfast

Shift 1

3 volunteers required

7:00am-11:00am, Community Hall

- Assist Food Coordinator
- Cutting fruit, cinnamon buns & lunch buns
- Set-up & take down Breakfast area
- Set-up lunch area
- Ensure food and drink supplies are maintained and area is kept clean
- Empty garbage cans when needed

Food Preparation-Lunch

3 volunteers required

10:30am-2:00pm, Community Hall

- Assist Food Coordinator
- Prepare & monitor lunch
- Ensure food and drink supplies are maintained and area is kept clean
- Empty garbage cans when needed
- Assist in dismantling food area once lunch is complete
- Assist Community Hall Coordinator

Cyclist Check-In

9 volunteers required

8:00am-10:00am, Community Hall

- Welcome participants
- Ensure participants pledge package is completed properly
- Register any individuals not previously registered
- Help distribute T-shirts, Jersey's and Shorts to participants as required

Town Hall Greeter

2 volunteers required

8:30am-10:30am, Community Hall

- Greet & direct everyone who enters the hall

Volunteer Check-In

1 volunteer required

8:00am-11:00am, Community Hall

- Check-in volunteers
- Provide information & instruction
- Ensure equipment is handed out

Route Marshals

10-12 volunteers required

1st half of route 9:30am-1:30pm

2nd half of route 10:30am-4:30pm

- Directing traffic
- Providing a safe passageway for cyclists

SAG (Safety and Gear) Drivers

4 volunteer's required

9:00am-4:30pm, on route

- **Must provide a valid driver's license and criminal record check**
- Drive SAG vehicle in designated area along the route, monitoring the safety of cyclists
- Drive participants and volunteers back to Wasquesiu Community Hall as required
- Partnered with a radio communications volunteer
- Location: On Route

Massage Reception

2 volunteers required

12:00pm-5:00pm, Massage Tent

- Book massage appointments and organize Massage Therapists schedules
- Communicate between clients & Therapists

Rider Village Activities

2-3 volunteers required

12:00pm-5:00pm, Rider Village

- Organize Rider Village games with materials provided
- Encourage cyclists and volunteers to participate in games

Photographers

2-3 Volunteers Required

- 8:30am, Community Hall, On Route
- Use of own camera

Cleanup Crew

4-5 volunteers required

5:00pm- 7:00pm, Community Hall

- Assist in take down of Wasquesiu Community Hall and Rider Village including: tents, tables, chairs, signage, food supplies, barriers, etc.
- Packing of supplies and loading into trucks
- Help to clear grounds of any garbage
- Heavy lifting required

Rest Stop Attendants

- Rest stop set-up including: table, chairs, banners, garbage cans etc.
- Greet, encourage and thank participants
- Ensure food and drink are maintained and ready to serve
- Rest stop clean-up - ensure property is left in the condition we found it in – tear down table, chairs, banners, garbage and pack all supplies and leftover food
- Rest Stop Leaders: We require at least one volunteer per stop to drive themselves with their vehicle and the food supplies.

Rest Stop #1 & 3

3 volunteers required

9:30am-1:30pm, Point View

Rest Stop #2

3 volunteers required

9:30am-1:30pm, Birch Bay Marina

Rest Stop #5 & 7

3 volunteers required

10:30am-4:30pm, Shady Lake

Rest Stop #6

5 volunteers required

10:30am-4:30pm, Namekus Lake