

Around the Bay Road Race 2011

Benefits of Becoming a Volunteer

Share in the adventure! No experience is required - share your skills and learn new ones. As a volunteer you will meet new friends, have fun and know you have contributed to your community. Come and join our great team of volunteers today.

Due to our long-standing relationship with individual volunteers and groups who return to this event each year not all volunteer positions are available. The Volunteer Coordinator will contact past volunteers in mid-February to confirm they are available for the Around the Bay Race. Volunteer shifts will be assigned on a first come, first serve basis. The Bay Race proudly acknowledges and thanks all volunteers for their dedication and continued support. All returning volunteers must complete the volunteer form and waiver. Volunteers under 18 years of age must have parental/guardian consent. Volunteers under 16 years of age must be accompanied by an adult.

New Volunteers will receive a volunteer schedule in early March. Please refrain from requesting changes until you receive your confirmation.

All volunteers will receive an official volunteer shirt, meet new friends and have the satisfaction of helping others while having a great time.

Volunteer in Groups – Reserve a Volunteer location for your group of 10 or more

Workplace – You and your co-workers can be involved by cheering on the runners or congratulating finishers by handing out medals. Contact us to hear of the many other opportunities available.

Schools & Clubs – Your band can play and/or your cheerleaders can cheer. Make it a competition, whether it is between schools or clubs. It's a great way to fill your volunteer hours or community involvement. Get your Teacher, Leader or Student Union to contact us and join us in the fun.

Community – If your neighbourhood is along the race course come out and support the runners. Set-up your own aid station [music, signs, water, cookies etc.] and cheer them on.

Family & Friends – Get a group together - it's a great opportunity for you to spend time with each other and cheer on the participants.

If you are interested in volunteering as a group, please contact Shelley at Shelley@bayrace.com or at 905-574-8982 and she will help to assign your group to one of the available areas. Visit our website at www.aroundthebayroadrace.com.

Volunteer Area and Descriptions

Use the positions and descriptions listed below to help you choose a position you would like to volunteer for. Consider asking your friends, coworkers and or family to join you. Complete the Volunteer application and return to Shelley@bayrace.com. Volunteer shifts will be assigned on a first come, first serve basis.

You may volunteer in more than one area and as often as you wish. Every effort will be made to accommodate your selection, we reserve the right to schedule volunteers based on event needs, which includes placing volunteers on a waiting list. We appreciate your understanding if we place you in an area that was not your first choice. Dress accordingly and wear comfortable shoes.

Registration / Packet Pick Up: Check-in all runners, walkers and relay participants. Check information [name, age and address] is correct. Assist participants and distribute race packet pick-up [bib, shirt and champion chip] and other Expo activities. Volunteers will be provided a shirt to be worn during their shift(s).

Course Marshals: Marshals will be stationed at various intersections and key points throughout the race course to make sure all participants make the correct turns. Ensure participants stay on course and have a successful safe event. Keep spectators well outside the marked course area and cheer on all participants. You may be asked to help control some traffic where needed. All marshals will be provided with a traffic safety vest. Dress for the weather conditions outside layer your clothing, be comfortable. Come prepared for anything.

Outside Marshal: Keep spectators well outside the marked course area and cheer on all participants. You may be asked to help control some traffic where needed. All marshals will be provided with a traffic safety vest. Dress for the weather conditions: layer your clothing, be comfortable. Come prepared for anything.

Finish Line Marshal: Responsible for moving the participants through the finish area.

Finish Line Medal: Volunteers will present all finishers with a medallion at the end of the event. Follow instruction as to who gets gold, silver and bronze medals. Assist in the clean-up of this area and congratulate everyone on completing the event.

Finish Line Chip: Remove ChampionChip timing chips from participant shoes, carefully cut the plastic tie holding the scoring chip to the participant's shoelace. Direct them to continue to move on to the Medals and Food area. Assist in the clean up of this area and congratulate everyone on completing the event.

Information Booth [Sunday]: Come familiar with the Race Day events and course maps, participants will travel through Hamilton and Burlington. You should have a good knowledge of the downtown streets and surrounding area. Volunteers will offer information to participants, spectators and anyone who may need assistance.

Want to Volunteer but don't know where? Contact the Volunteer Coordinator and she will help to place you in an area where you will be comfortable and is available.

Student Volunteer: As part of the Ontario Education diploma requirements, students must complete a minimum of 40 hours of community involvement activities. These activities may be completed at any time during their years in the secondary school program. Remember to bring the proper form to document your hours and have the Team Captain sign and confirm the completed hours before leaving. Volunteers under 18 years of age must have parental/guardian consent. Volunteers under 16 years of age must be accompanied by an adult.

Volunteer Your Ideas: If you have an idea or special talent you think would enhance the Around the Bay Road Race, please contact us. Thanks in advance.

Sponsors Still Welcome: It is never too late to help Sponsor this event. All support, whether financial or service in kind, is greatly appreciated.

General Information

- Each of you is critical to the smooth operation of the weekend events and creating a positive, fun experience for all who participate.
- Visit our website at www.aroundthebayroadrace.com learn as much as you can about the Bay Race and your volunteer area through the information provided
- If your assigned area is inside Copps Coliseum you will check-in at the Volunteer Room all other volunteers will check-in with a Bay Volunteer Captain at the assigned area
- You will receive an official volunteer shirt at check-in or at your assigned area
- Please wear your official volunteer shirt where possible inside Copps Coliseum it helps to identify you as part of the Race Crew.
- Volunteers working on Sunday should be prepared for an early start time and a long day
- Do not bring valuables or large items [bags, backpacks, etc.] to the expo. The expo is a large public event, we cannot be responsible for lost or stolen items.
- Dress warm and comfortably for the area you are assigned to work in
- Stay in your assigned area and direct any questions to your Bay Volunteer Captain
- In case of a medical emergency of runners, spectators, or other volunteers, contact official volunteer medical personnel [wearing Red Medic t-shirts] immediately
- Focus on being helpful to all our guests, smile and be courteous at all times

Bay Race 2011 Volunteer Application

Please read all information carefully before you complete, sign and return this application to the Volunteer Coordinator Shelley@bayrace.com. You will receive a confirmed volunteer schedule closer to the event. Volunteer shifts will be assigned on a first come, first serve basis.

First & Last Name: _____

Mailing Address: _____

City: _____ **Province:** _____ **Postal Code:** _____

Home Phone: _____ **Cell Phone:** _____

Date of Birth: _____ **Gender:** M F

Shirt Size: S M L XL XXL

Emergency Contact: _____ **Phone:** _____

Friday March 25 Packet pick-up

12:00 pm – 6:00 pm

Saturday March 26 Packet pick-up

9:30 am – 2:00 pm 1:30 pm – 6:30 pm

Race Day Sunday March 27, 2011

Course Marshal 8:00 am – 1:30 pm

Information Booth 7:30 am – 1:30 pm

Inside Marshal 7:30 am – 1:30 pm

Medals 8:30 am – 2:30 pm

Chip Removal 8:30 am – 2:30 pm

Outside Marshal 8:30 am – 2:30 pm

Volunteer Agreement: By returning this form, you agree to being at the right place at the right time and performing the duties asked of you. If you are unable to volunteer after you have returned this form, please notify the volunteer coordinator immediately. Thank you!

Release, Waiver, and Assumption of Risk Agreement:

I wish to participate in the Hamilton Around the Bay Race as a volunteer and I assume the risks involved including physical injury or death. I am in good health and physically able to perform the activities I have chosen. In consideration of being permitted to participate as a volunteer, I myself, my heirs, executors, administrators, successors and assigns do hereby remise, release and forever discharge, waive and save harmless, protect and keep indemnified the Hamilton Around the Bay Race Inc. the City of Hamilton, City of Burlington, HECFI, Copps Coliseum, St. Joseph's Healthcare Foundation, and their members, employees, volunteers, directors and officers, all sponsors, charities, community groups, contractors, suppliers and anyone otherwise connected with the Around the Bay Road Race from and against any and all kinds of claims, costs, expenses and demands in respect of injury, loss or damage to my person or property however caused by my participation in the Around the Bay Race, notwithstanding that the same may have been contributed to or occasioned by the negligence of the aforesaid. Further, I hereby grant full permission for any of the foregoing to use my likeness in any accounting of the Around the Bay Race. By submitting this registration, I acknowledge having read and agreed to the above release, waiver, and assumption of risk agreement.

Volunteer Signature: _____
(Parent/guardian signature if under 18 years of age)

Date: _____