

## VOLUNTEER POSITIONS AND DUTIES



Date	Time	Position	Duties
<b>16-May-08</b> Jack & Adam's	11AM-7PM 3 hr shifts	<b>Packet Pick Up</b>	Help set-up and organize registration area and race packets Distribute race bags, shirts, and bib numbers Check photo ID's and register athletes as they arrive Help tear-down registration area
<b>17-May-08</b> Tx Ski Ranch	2PM-9PM	<b>Pre-Race Set Up</b>	Assist with setting up fencing, signage, banners, tents, barriers, buoys, sweeping pavement, marking race courses, etc. Requires: gloves, sturdy shoes, appropriate clothing, ability to lift 30-50 lb
<b>17-May-08</b> Jack & Adam's	11AM-5PM 3 hr shifts	<b>Packet Pick Up</b>	Help set-up and organize registration area and race packets Distribute race bags, shirts, and bib numbers Check photo ID's and register athletes as they arrive Help tear-down registration area
<b>18-May-08</b> Tx Ski Ranch	5:30AM-7:30AM	<b>Parking/Traffic Control</b>	Direct traffic to appropriate parking areas Coordinate with Race Director as needed Deal with emergencies and questions as needed
<b>18-May-08</b> Tx Ski Ranch	5:30AM-7:00AM	<b>Packet Pick Up</b>	Help set-up and organize registration area and race packets Distribute race bags, shirts, and bib numbers Check photo ID's and register athletes as they arrive Help tear-down registration area
<b>18-May-08</b> Tx Ski Ranch	5:30AM-7:00AM	<b>Swim Course</b>	Help set-up swim start and swim finish Help organize swimmers into wave starts Help count/identify swimmers exiting swim Help tear down swim start/finish after swim is complete Any other duties on shore to help in the completion of the swim.
<b>18-May-08</b> Tx Ski Ranch	5:30AM-10:30AM	<b>Bike Course Set Up/Break down</b>	Finish setting up bike course including cones, barricades and signs under the directions of the bike coordinator Requires: gloves, sturdy shoes, appropriate clothing, ability to lift 30-50 lb
<b>18-May-08</b> Tx Ski Ranch	5:30AM-10:30AM	<b>Bike Course Marshalling</b>	Assist as much as possible in set-up of course Do not allow any motorized vehicles on road out of park race course Direct traffic and bikers at specific intersections Report any emergencies to bike coordinator Cheer athletes as they go by Assist in tear down of equipment when race completed
<b>18-May-08</b> Tx Ski Ranch	5:30AM-11:00AM	<b>Run Course Set Up/Break down</b>	Finish setting up run course including cones, barricades, chalking, fencing and any other equipment necessary to mark a safe and secure run course Help set up AID stations including tables, water containers, and cups
<b>18-May-08</b> Tx Ski Ranch	5:30AM-11:00AM	<b>Run Course Marshalling</b>	Help with course set-up around designated post Direct traffic and runners at specific intersections Report any emergencies to run coordinator Cheer the athletes as they go by Help with course tear down once race is finished
<b>18-May-08</b> Tx Ski Ranch	5:30AM-11:00AM	<b>Water Station</b>	Help organize water station table and equipment Distribute water and electrolyte drinks to athletes Fill water jugs and mix electrolyte drinks when needed Pick up water cups and other litter in the water station area Break down water station after final athlete passes through
<b>18-May-08</b> Tx Ski Ranch	5:30AM-7:30AM	<b>Body Marking</b>	Help set-up and organize registration area Aid in the registration of athletes Use permanent markers to mark the athlete's race number on her leg and arm prior to the swim start
<b>18-May-08</b> Tx Ski Ranch	5:30AM-11:00AM	<b>Transition Area Support</b>	Help set-up transition area Secure entrance to transition area and allow entrance to athletes and volunteers only Help tear down transition area once race is finished Communicate with Race Director/Transition coordinator as needed
<b>18-May-08</b> Tx Ski Ranch	5:30AM-11:00AM	<b>Finish Line Support</b>	Help organize finish line area Support athletes as they cross the finish line Distribute water and finisher gifts Remove timing chips once athletes cross finish line Help tear down finish line area once race is finished
<b>5/18/2008</b> Tx Ski Ranch	10:00AM-1:00PM	<b>Clean Up Crew</b>	Assist in dismantling and taking down fencing, signage, tents, barriers, and buoys, picking up refuse, raking, and picking up cones. Requires: gloves, sturdy shoes, appropriate clothing, ability to lift 30-50 lbs. This position earns great respect, love and extra swag from the Jack and Adam's staff and race committee.