



**VOLUNTEER OPPORTUNITIES**  
**ANDREW JACKSON MARATHON**  
**SATURDAY, APRIL 6, 2019**

**THURSDAY – APRIL 4<sup>th</sup>:**

**PERFORMANCE RUNNING - PACKET PICKUP STATION: -2 Volunteers Needed**

12 noon – 6 p.m. – Check runners in, give assigned “runners bib,” info packets and t-shirts.

**FRIDAY – APRIL 5<sup>th</sup>:**

**PERFORMANCE RUNNING - PACKET PICKUP STATION: -2 Volunteers Needed**

10 a.m. – 4 p.m. – Check runners in, give assigned “runners bib,” info packets and t-shirts.

**RACE FESTIVITIES LOCATION - PACKET PICKUP STATION: -3 Volunteers Needed**

6 – 6:30 p.m. - Check runners in, give assigned “runners bib,” info packets and t-shirts.

**SATURDAY, APRIL 6<sup>th</sup>:**

**RACE DAY - RUNNER PACKET PICKUP STATION: -8 Volunteers Needed**

6:00 – 6:30 a.m. - Hand out packets and t-shirts to runners registered for the races.

**VOLUNTEER REGISTRATION TABLE: -10 Volunteers Needed**

5:30 – 11:00 a.m. - Check in volunteers to make sure each station is covered. Pass out AJM t-shirts as they check in. (We will have floater volunteers to cover “no shows.”)

**STARTING LINE CROWD CONTROL: 6 Volunteers Needed**

6:30 a.m. – 7:00 a.m. - Chute for start of half marathon and full marathon will be set up for the race. Hold up pace signage times to stage runners. (volunteers experienced in marathons would be helpful, as staging is critical)

**WATER STATIONS: 12 Stations – 4 Volunteers Each Station (Report at 6 a.m.)**

7 a.m. – 1:30 p.m. - Watch for runners, make sure water is both accessible for pick up and hand water to runners for optimum pace. Trash cans will be provided. Make sure trash is picked up, if runners miss the can. Check block to assure area is clean, as final runners pass your area before volunteers leave. Course Directors will provide detailed instructions before the race and also notify you when the last runners come through and you can leave your post.

**ROAD GUARDS: 28 Stations – 2 Volunteers Each Station (Report at 6 a.m.)**

7 a.m. – 1:30 p.m. - Watch for runners, as they approach, “carefully” stop any cars at your intersection to allow runners access to the route. Direct runners in correct direction, street or turn on the route to ensure they stay on course. You will be provided with safety vest and orange flag to assist with traffic control. Course Directors will provide detailed instructions before the race and also notify you when the last runners come through and you can leave your post. (volunteers will bring around water and cover for bathroom breaks during the morning)

## PAGE 2

### VOLUNTEER JOB DESCRIPTIONS

#### RELIEF VOLUNTEERS: Need 8 Volunteers,

You will ride the course to take water to Road Guards at the 28 stations along the route and take their place should they need to go to the bathroom. Some will be close to businesses and others will need to go to a Porta Potty stationed along the course.

#### FINISH LINE AWARDS: Need 4 Volunteers Between 8:45 – 10:30 a.m. and 2 Volunteers 10:30 – 1:30,

**You will be able to recognize half and full marathon runners by the color of their race bib.**

- 8:00 - 10:30 a.m. – HALF MARATHON - Station at chute for finish of half marathon for the race and place an “Blue Finisher Medal” around the neck of each runner with an “Blue” runner’s bib. Thank them for participating in the Andrew Jackson Marathon and direct them to the replenishment area. (Be careful not to interfere with other finishing runners)
- 10:00 – 1:30 p.m. – FULL MARATHON - Station at chute for finish of full marathon for the race and place a “Green Finisher Medal” around the neck of each runner with a “Green” runner’s bib. Thank them for participating in the Andrew Jackson Marathon and direct them to the replenishment area. (Be careful not to interfere with other finishing runners)

#### CELEBRATION AREA: 8 Volunteers Needed

8:00 a.m. – 2 p.m. – Inclusive of Family Fun Area, AMP-Band Area, Beer Tent, Photo Area, and Replenishment Area.

- **Family Fun Area:** Help at Jumper to assist kids in and out. Make sure all kids waiting get to participate and they are behaving safely.
- **Replenishment Area:** For runners only, need monitor to make sure only those with runners’ bibs are allowed in this tent area.
- **Directing Traffic:** Help runners, family, direct to Beer Garden, Photo area, Replenishment table, Awards Area, etc.
- **Beer Garden Tent:** For information purposes. All entering tent must be 21 years of age.
- **Sparking Water Table/Shower Towels:** Assist runners and keep table replenished.
- **Photo Area:** A backdrop will be set up for runners to have their picture taken with their finisher medals. **(We will need a volunteer to be stationed here to assist with taking photos for runner’s with their camera/cell phone, etc.)**
- **Awards Ceremonies**
  - **-9:45 a.m. Help get awards prepared at the AMP for the Half Marathon Ceremony at 10:15 a.m.** Help as needed with any other tasks to prepare for the ceremonies.
  - **11:30 a.m. – Help get awards prepared and ready at the AMP for the 12 noon Marathon Awards Ceremony.** Help as needed with any other tasks to prepare for the ceremonies.

#### VOLUNTEER FLOATERS: 16 Volunteers Needed

6:30 a.m. – 12 noon – Fill in, if volunteers do not show up, or assist where extra volunteers are needed.

**CLEAN-UP CREW: 5 Volunteers Needed** 1:30 – 2:30 p.m. – Assist with loading tables, chairs, boxes, monitoring areas to make sure clean, picking up signs along race route, etc.