

Volunteer Opportunities Race for the Cure®

Pre-Event Opportunities

Packet Mailing (6)

Volunteers will assist with packing t-shirts and race bibs in envelopes to participants two weeks before the event. Work will take place at the Affiliate office at 229 E. Michigan, Suite 245A, Kalamazoo, MI

Packet Pick-up/Pre-registration (12)

Volunteers will assist registrants at paper-based and computer registration stations, at packet pick-up sites in Kalamazoo, Portage, Battle Creek, Sturgis and St. Joseph before the race. Volunteers must be able to work in a fast-paced environment, be able to pay high attention to detail, have strong math skills, excellent interpersonal communication skills, patience, a positive attitude and lots of spirit and energy. Ability to sit for a few hours is necessary. Volunteers also are needed to organize and distribute packets and t-shirts at pre-registration:

Bib distribution (6)

T-Shirt distribution (2-4)

Day before the Event – Saturday May 15th

Hanging Banners

Volunteers will assist Media/PR chair with banners/signage for race day. Must be able to take direction.

Site Set-up (12-16)

Volunteers will assist Race Operations Chair and directors in setting up the venue the day before the event. Volunteers must be able to carry banners and signs, lift and move items from the affiliate warehouse, etc. and must be able to take direction. Volunteers will be able to participate in the race.

Race Day Opportunities – getting the course ready

Course Set-Up (8)

Volunteers will assist Race Director in setting up the course along downtown streets, the morning of the race. Volunteers must be able to walk, lift and take direction. Volunteers will need to arrive at the Arcadia Festival site at 8:00 that morning. Volunteers will be able to participate in the race.

Course Marshal (30)

Volunteers will be placed along the course to guide/direct participants during the race and oversee intersections and street corners. Volunteers must have knowledge of the course, be able to speak clearly and give directions, be able to stand for the duration of the race, and have lots of spirit and energy.

Volunteers will need to report to the Arcadia Festival site at 1:00 on race day. Volunteers won't be able to participate in the race.

Start vehicle (car/bike) and/SAG vehicle (2)

Volunteer will drive the lead vehicle for the race. Another volunteer will drive along the course during the race, monitoring participants who may need a ride. Volunteers must have an excellent driving record, must know the race course and must be able to take direction. Meet at the race

Start Line/Corral (8)

Volunteers will assist in directing race participants into start positions just before the race. Volunteers must be able to start work at at 1:00 on race day, be able to stand for a long period of time, be able to speak clearly and give directions and have lots of spirit and energy. Volunteers can participate in the race.

Medical (4)

Volunteers will be stationed along the course to assist participants, if medical attention is needed. Volunteers must have medical training (EMT, etc.) and be able to clearly give direction to participants. Meet at the race no later than 1:00 race day.

Water Station Captain (4)

Volunteers will oversee the volunteers at a water station. Must be able to lead a group of volunteers, be able to work in a fast-paced environment, be able to give direction, and have lots of spirit and energy. Volunteers won't be able to participate in the race. Volunteers will be at 1:00 on race day.

Water Stations (40)

Volunteers will staff a water station along the course, providing water to participants. Volunteers will need to set-up the station and take it down after the last participant passes. Volunteers must be able to work as part of a group, be able to stand for the duration of the race, be able to work in a fast-paced environment, and have lots of spirit and energy. Volunteers in this position will not be able to participate in the race. Volunteers will meet at 1:00 on race day.

Cheer Support (unlimited!)

Volunteers will cheer on participants along the course. Must have lots of spirit!
Meet at 1:00 on race day.

Finish Line: Announcer Support (2)

Volunteers will assist the timing company and the announcer in looking up bib numbers and names. Meet at the finish line at 1:00 on race day. Volunteers must be able to stand for the duration of the race, be able to work in a fast-paced environment, have lots of spirit and energy, and be able to take direction. Volunteers won't be able to participate in the race.

Finish Line: Food and Water (6)

Volunteers will assist participants who have just finished the race. Volunteers must be able to stand for the duration of the race, be able to work in a fast-paced environment, and have lots of spirit and energy.

Course Breakdown/Clean-up (2-4)

Volunteers will assist in tearing down and cleaning up the course immediately after the event. Volunteers must be able to lift, work as a team and take direction.

Race Day Opportunities – at the Arcadia Festival Site
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Affiliate Education/Public Policy and Advocacy (2)

Volunteers will staff booth/table sharing advocacy information. Must be able to sit or stand for the duration of the event.

Awards (2)

Volunteers will help distribute awards after race results are posted. Must be organized and able to work in a fast-paced environment.

Finance/Pledges/Donations (8)

Volunteers by referral only. Volunteers will assist registrants in completing donation forms and in collecting and accounting of donations on race day. Must have excellent math skills, patience, excellent communication skills, be able to pay high attention to detail and work in a fast-paced environment.

Food

Volunteers will assist in providing food for volunteers and survivors at the Arcadia Festival site. Must be able to stand for long periods of time and take direction. Volunteers won't be able to participate in the race.

General Runner (2)

Volunteers will provide assistance to any committee chair who needs assistance during the event, under the direction of the Volunteer Coordinator. Job likely will involve a variety of tasks. Must be able to stand for long periods of time, work in a fast-paced environment, be able to take direction, and have excellent knowledge of the venue area. Volunteers won't be able to participate in the race.

I Am the Cure (6)

Volunteers will rove the festival site in groups of 2, sharing I Am the Cure information. Must be able to walk for the duration of the event, and have excellent communication skills and lots of spirit and energy.

Information/Ask Me (6)

Volunteers will be working at information areas at the Arcadia Festival site, starting at 11:30 on race day. Volunteers must be able to speak clearly and give directions, have lots of spirit and energy, have excellent knowledge of

the venue area and details of the event, and must be able to take charge in order to get answers.

In the Pink (1)

Volunteer will staff the In the Pink table. Must be able to stand for long periods and have excellent communication skills.

Kids Korner Captain (2 adults)

Adult volunteers will oversee the activities in Kids Korner, taking responsibility for youth volunteers and the young children involved in the activities (face painting, crafts, etc). Volunteers must clear a background check, and must be able to supervise a group of youth. Volunteers will need to meet at 11:30 on race day.

Media/PR (1)

Volunteer will assist Race Director in coordinating activities on stage. Must be able to take direction, be organized and have excellent knowledge about the day's activities.

Meet and Greet (4-5)

Volunteers will greet and welcome participants to the event and direct them to registration/exhibit/race start areas, starting at 11:30 on race day. Volunteers must have excellent communication skills, lots of spirit and energy, and must be knowledgeable about the venue area. Must be able to stand for duration of race.

Merchandise Tent (6)

Volunteers will help sell merchandise. Must be organized, have high attention to detail, be willing to take direction and have excellent communication skills. Strong money handling and math skills are a must.

Money Courier (2)

Volunteers by referral only. Volunteers will assist Finance/Pledge/Donations chairs.

National Sponsorship Tables ()

Volunteers will staff sponsor tables, handing out merchandise, samples, coupons, etc. Must have excellent communication skills, be able to stand for long periods of time, and be able to take direction.

Parking (8)

Volunteers will assist participants in parking, and will help direct traffic race day. Volunteers must be able to start work at 11:00 race day, and must be able to stand for long periods of time, speak clearly and give directions, and be able to take direction. Volunteers will be able to participate in the race.

Parking for In the Pink VIPs (2)

Volunteers will assist In the Pink registrants with VIP parking. Must be able to start work at 11:00 race day and must be able to stand for long periods of time, speak clearly and give directions, and be able to take direction. Volunteers will be able to participate in the race.

Pink Honor Roll

Volunteers will assist the Pink Honor Roll chair in recognizing fundraisers. Must be able to stand for a long period of time, have excellent communication skills, and be able to take direction.

Pledge Prizes (5)

Volunteers will assist in organizing and distributing pledge prizes. Must be organized, have excellent communication skills, be able to work in a fast-paced environment and be able to stand for long periods of time.

Race Day Registration Greeter (2)

Volunteers will assist those who wish to register on race day, by greeting participants and directing them to specific registration areas (e.g. timed runners, untimed participants, etc). Must be able to work in a fast-paced environment, pay high attention to detail, be able to speak clearly and give directions, sit for long periods of time, and have excellent communication skills.

Race Day Registration (10)

Volunteers will assist participants registering the day of the race. Some will assist participants submitting pledge envelopes (*see Finance/Pledges/Donations*). Must be able to work in a fast-paced environment, pay high attention to detail, be able to handle money, speak clearly and give directions, and sit for long periods of time. These positions are by referral only. Volunteers are also needed in distribution of materials to race day registrants:

Timed registration (4-6)

Untimed registration (2)

T-Shirt distribution (2-4) distribute shirts to participants after they register

Stuff Check (3)

Volunteers will be help participants check personal items for the duration of the event. Must be available to start work at 11:30 on race day, and must be organized, able to work in a fast-paced environment, and able to lift small items.

Survivor Tent (4)

Volunteers will assist with a variety of tasks related to running the survivor tent. Must be able to stand for long periods of time, take direction, and have excellent communication skills.

Team Table (4)

Volunteers will assist in the team table, checking in Team Captains, handing out signs and Team Captain gifts. Must be detail oriented, able to speak clearly and give directions, be organized, be able to work in a fast-paced environment and be able to take direction.

Team Pictures (4)

Volunteers will assist photographers in team picture area. Must be able to speak clearly and loudly, give directions to organize teams for pictures, be able to work in a fast-paced environment and be able to take direction.

T-Shirt Distribution (2-4)

Volunteers will distribute shirts to race participants registering on race day. Must be able to stand for long periods of time, be organized and able to work in a fast-paced environment, have excellent communication skills and lots of spirit and energy.

Volunteer Check-in (4)

Volunteers will assist Volunteer Chair with check-in of volunteers on site. Must be able to stand for long periods of time, have excellent communication skills and lots of spirit and energy, and must be very organized. Volunteers will meet at 11:00 race day, and can participate in the race.

Vote for the Cure (3-4)

Volunteers will escort dignitaries/politicians around the venue, as as representative of the affiliate. Must have excellent communication skills, and strong knowledge of the mission of the affiliate.

Race Day Opportunities - after the Event

Site Breakdown/Clean-up (12-16)

Volunteers will breakdown and clean up the festival site following the event. Volunteers must be able to lift and take direction. Volunteers can participate in the race.

Contact Race Volunteer Chair at volunteerforthecure@gmail.com to sign-up to volunteer, ask questions or get additional information about volunteering.