

Volunteer Role: Bag Drop Support



Volunteering at the Runners Bag Drop Tent

You will be undertaking a vital role in supporting the Runners Bag Drop Tent (also known as Baggage). This is where runners can leave a bag or belongings during the race. It is busiest in the hour pre-race when all the runners queue up to leave their belongings. Post-race, the flow of runners collecting their bags is slower as they all finish at different times. There is usually plenty of time for a cuppa and a stroll around the event village once the runners have crossed the start-line.

Our Bag Drop team play a vital role in ensuring runners can quickly drop off their bags and make it to the starting pens on time. It is a great opportunity to chat with runners pre-race and wish them well, then catch-up with them afterwards to see how they did.

Volunteers at the Bag Drop Tent will be supported by an experienced Run 4 Wales supervisor who will brief the team before the tent opens to runners and be available during the whole shift to provide support and manage any queries.

How does the Bag Drop Tent work?

The Bag Drop tent is a large marquee or room divided into bays of a specific number range (for example 1-500) that will correspond with runner race numbers. Every runner has a number sent out to them before the race and they will queue up at the appropriate bay to drop off their bag. If they are number 3400 then they queue at the bay marked 3000 – 3500. Each bay is manned by 1 or 2 volunteers. We usually find that around 30% of runners leave a bag, so some bays will be busier than others.

As part of the runner race number bib, there is a tear off baggage label strip with their number on it. This is attached to the bag by the runner or the volunteer. There will be spare labels and pens provided in case the number is damaged or illegible. The bags are then stored in numerical order within the bay, so they can be found quickly when the runner returns to collect it.

What to wear when you're volunteering at a Run 4 Wales event

We provide an Extra Milers t-shirt for all volunteers, which is yours to keep. So that you are identifiable as a Run 4 Wales volunteer, we ask that your volunteer t-shirt be visible at all times, so please wear your volunteer T-shirt over any other clothing.

Please come appropriately dressed for the weather. We recommend wearing layers and ask you to wear plain trousers/jeans (avoid any branded sports clothing) and comfortable shoes. You may be outside for several hours so consider packing a raincoat and/or sunscreen and sunhat.

What to bring with you when you're volunteering at a Run 4 Wales event

We provide an exclusive Extra Miler drawstring bag that we ask you to wear/ keep your personal belongings in whilst volunteering. We advise you to bring only essential personal items – we cannot store any volunteer personal belongings during the day.

We provide a lunch pack on the day (usually a sandwich, crisps and piece of fruit) and we will do our best to meet dietary requirements. However it can be a long day, so we recommend bringing some snacks. Please also bring a refillable water bottle.

I'm under 18. Can I volunteer with Run 4 Wales?

We welcome individual young volunteers aged 14 – 17 years old. However we ask that anyone aged 14 – 17 provides a completed guardian consent form and is accompanied by someone aged 18 and over. We work with young person groups, from cadets and guides to colleges and social clubs, so please do get in touch if you would like to volunteer as a group.

Sustainability

Run 4 Wales have a Green Action Plan and as part of our efforts in delivering sustainable events we have committed to an average 90% recycling rate, a 40% cut in damaging material use and a transition to low energy sources as we head towards a carbon positive event company by 2040. Please help us meet our targets by doing your bit to recycle at the Bag Drop Tent, following guidance from your supervisor.

General Run 4 Wales Volunteering Information

- We provide a pre-event briefing for each volunteer role in the week prior to the event. This contains all the information you need for the day, including where to park, where to meet your supervisor and sign in as well as race specific information including relevant phone numbers.
- Once you have signed up to our volunteering platform (Rosterfy) you can access our volunteer support documents which give you more information about how to fulfil your role on event day.
- Whether it's a 10K race, a half marathon or the whole 26.2 miles, our runners are undertaking a significant challenge. Please congratulate them and encourage them as much as you can – they have said this really spurs them on!
- We want our volunteers to feel confident about their role and how to perform it. Our supervisors will do a briefing once all volunteers have arrived but if you have any questions or concerns throughout the day please ask.
- Please be aware that photography and video filming will take place during event day. Any images and footage will be used in Run 4 Wales communications to promote future events. I
- Remember that this is meant to be an enjoyable day for all involved and that means you as well as the runners! We hope you enjoy your volunteering experience, have fun and find it satisfying to be part of this great sporting and charity event. We always send out a volunteer survey after the event to find out what you enjoyed and what we can do better next time.

Are you ready to become an Extra Miler?

To join the Run 4 Wales Extra Milers volunteering community, simply create a volunteer profile on our Rosterfy system. This just takes a minute, then you will have access to all our events and be able to see what volunteering roles are available for each event. Just sign up to your chosen event and role, save the date in your calendar and wait for the event briefing to come out.

Don't forget to follow the Extra Milers Facebook page too. We post event and volunteering information here, as well as photos, fun competitions and challenges.

