

WHAT IS THE WATER STATION VOLUNTEER ROLE?

Water Stations are located around the race route to ensure runners stay hydrated. Volunteers help to set up tables, unload the water stocks and lay out the bottles or fill paper cups from water bowlers using jugs. Bottles will need to be unscrewed to open the lids.

As runners appear, volunteers cheer them on and hand out water. After the end of the race has passed, you will help to clear up and tidy the area, so the road can reopen safely and on time.



WHAT DO I NEED TO KNOW BEFORE VOLUNTEERING AT THE WATER STATION?

You will meet your supervisor at the water station to sign in and receive your volunteer kit. The supervisor will then carry out a welcome briefing before you start the water station set-up, moving tables and bins into position, before preparing the tables of water.

If it is a bottled water station, the bottles need to be laid out on tables, unscrewing all the lids (they will be tethered caps that remain attached). We undo the lids so that a full bottle dropped on the floor does not create a trip or skid hazard on the course for runners. Gloves are provided to avoid cuts and blisters from opening thousands of bottles of water!

If it is a paper cup water station, then volunteers use plastic jugs to fill paper cups and create layers of cups on the tables.

As runners appear at the water station, stay on the side of the running route (don't create an obstacle to runners or put yourself at risk of an injury) and extend your palm, holding the bottle or cup from the bottom, to allow the runner to take it. Be warned, you may get wet!

A couple of volunteers will be asked to use a megaphone to encourage runners to move along to the next tables, to try to avoid congestion around the first table.

As the flow of runners slows, it is time to start packing away tables and unused stock, as well as litter picking to leave the area clean and tidy. The back marker team, identifiable by their hi-vis tops, mark the end of the race.

Try to only open cases of water as you need them (once opened, they are difficult to transport). Also be cautious about how many bottles of water are opened (or paper cups filled up) towards the end, to avoid unnecessary waste and environmental impact.



Minimum Volunteering Age We welcome volunteers aged 14+ at water stations.. If aged 14 – 17, volunteers need to be accompanied by a nominated adult and parental consent obtained prior to event day. Please contact our Volunteer Coordinator for more details.

EVENT INFORMATION SHEET

This sheet contains everything you need to know for event day, including where to park, what time to arrive and who your supervisor is. It is emailed out a week before the event.

ARRIVAL AT THE EVENT

On arrival, please meet your supervisor and sign in. Collect an Extra Milers t-shirt and a lunch pack. Your supervisor will then gather everyone together and carry out a welcome briefing.

WHAT DO I WEAR WHEN VOLUNTEERING?

Please come appropriately dressed for the weather. Most volunteering roles are outside with no shelter! We would recommend wearing layers and comfortable **closed-toe shoes**. We will provide you with an Extra Milers t-shirt to wear and a branded drawstring bag for your belongings.

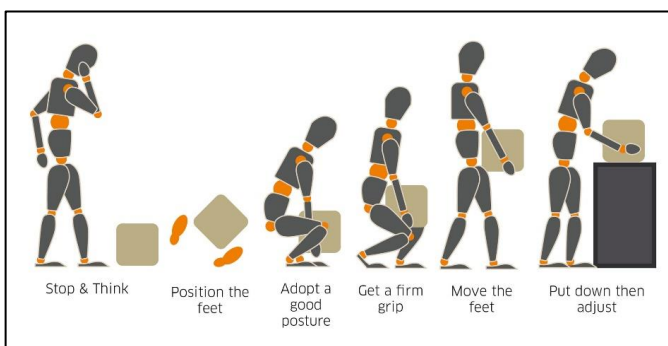
WHAT DO I NEED TO BRING?

Please bring only essential personal belongings, as we do not offer anywhere secure to leave your bags. We will provide you with a packed lunch and do our best to meet dietary requirements but just in case please bring snacks!

HEALTH AND SAFETY

Volunteers play an important part in keeping everyone safe at R4W events. The Event Safety Guide is sent out before each event. Please familiarise yourself with this.

Please also be aware of correct manual handling techniques when lifting (for example bags at Bag Drop, boxes of finisher items or cases of water). Do not lift anything you are not comfortable with!



EVENT CONTROL

At each event we have an event control team who monitor the event and manage any incidents. Please inform your supervisor of any concerns and they will radio Event Control. If your supervisor is not within sight, we ask you to call Event Control directly using the number provided in your Event Information Sheet.

