



VOLUNTEER ROLES

Event: 2015 Gold Coast Airport Marathon

Date: Saturday 27 June 2015

Shift Time: 9am to 4pm

Time: Bus Departs 7am Australia Fair

Location: Brisbane Registration Centre: Southbank Piazza

Event Summary

The Gold Coast Airport Marathon is an annual mass participation event held on the Gold Coast on the first weekend in July. Commencing in 1979, the Gold Coast Airport Marathon is in its 37th year in 2015 and offers a full marathon, half marathon, 10km run, 5.7km challenge and a 4km and 2km Junior Dash for the kids. Attracting people from over 40 different countries, a suite of events are offered to accommodate different ages and abilities; with many corporate, fitness and fundraiser groups participating. With an anticipated 27,000+ participants in 2015, the Gold Coast Airport Marathon is organised and delivered by Events Management Queensland and is assisted by many community groups, contractors and volunteers.

Volunteer Positions

POSITION	DETAILS
Late Entry/Help Desk Assistant	As a Late Entry/Help Desk Assistant you will enter new registrations and/or assist entrants with upgrading or downgrading their event or transferring to another person. This role requires Average-Advanced computer skills and additional training prior to the event. If you are customer-serviced oriented and are comfortable with handling cash and processing payments, this will be an interesting role for you.
Registration Check-in Attendant	As a Registration Check-in Attendant you assist entrants with completing their registration process. Average computer skills are required for this role as you look up entrants in the system and "check" them in whilst your partner hands over the kits. This is a fast-paced environment and suits organised, efficient workers.
Kit Collection Attendant	As a Kit Collection Attendant, you partner with the Check-in Attendants – finding the entrants' race kit and handing over their bag. This role requires no knowledge of computers and is suited for people who are physically active and work well with others in a busy environment.
Usher/Meet and	As an Usher, you assist people in the Registration Centre in being in the right place! Ushers welcome participants, ensure they know where to queue and assist people

Greet	with directions. Ushers must be physically active and customer-service oriented.
Timing Device Attendant	As a Timing Device Attendant, your main role is to check all competitors timing devices to ensure that they are operational. This is a high paced job as there is a lot of traffic through this area.
Information Booth Attendant	As an Information Booth Attendant you will distribute event and tourist information to participants and their families and friends. Information Booths operate at the Registration Centres and in the heart of the Race Precinct on Race Days and are stocked with maps, brochures, and vouchers.

Training and Orientation

Each volunteer with Events Management Queensland will receive training at the start of the shift. Each volunteer will be inducted with policies and procedures, general event information and specific role training.

Uniforms

An event t-shirt is provided to each volunteer and also a cap for any volunteer who is stationed outside. In addition meals, water, tea and coffee are provided.

Please wear black long pants and closed covered clean shoes.

Volunteer Role Application

Gold Coast Airport Marathon website - <http://goldcoastmarathon.com.au/community/volunteering/>

Or contact:

Lauren Penny

Event Operations Coordinator

E: volunteer@goldcoastevents.com.au

Phone: 0499 612 522