Volunteer Roles & Responsibilities

Volunteer Positions / Placement	Role:	Remarks
Route Marshals / Combers	• To be stationed along the route. • Guide people along the route and cheer them on. • Marshals to clear their assigned route area of twigs and branches. • Marshals will double up as route combers when the event ends. Ensure race route and event space is kept clean and be swept of litter after the event.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • Marshals to report at 6.45am on Race Day. • Duration of duty – 4 to 5 hours on Race Day.
Logistics Assistants	• Assist in delivery of logistics. • Stock-take of the logistics after the event (liaise with respective departments). • Provide logistics assistance to any department when required.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • The team would have to rotate and ensure that at least one of them is present to receive goods from the sponsors on specified dates and times. • Dates and times will only be confirmed later.
Crowd Controllers	• Crowd management during the warm-up exercise, start off and when participants return to event space.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • To report at 7am on Race Day. • Duration of duty – 4 to 5 hours on Race Day. • Guys preferred for this role.
Balloon Station	• Fill up balloons using the helium tank. • Distribute balloons to the participants.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • To report at 6.30am on Race Day. • Duration of duty – 4 to 5 hours on Race Day.
Drinks Station	• To be stationed at designated locations to hand out drinks to participants. • Ensure drinks are prepared (chilled). • Control the queues at drink collection points.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • To report at 6.00am on Race Day. • Duration of duty – 5 to 6 hours on Race Day.

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Sales of Merchandise	• To handle the sale of Merchandise.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • To report at 6.15am on Race Day. • Duration of duty – 4 to 5 hours on Race Day.
Stage Assistants	• Ensure the smooth flow of the programme. • Ensure podium, microphone and air horn are ready at the start point. • Providing cues for performers. • Managing performers onsite.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • To report at 6.15am on Race Day. • Duration of duty – 5 to 6 hours on Race Day.
Information / Registration	• To handle queries • To handle onsite registration (if required)	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • To report at 6.30am on Race Day. • Duration of duty – 4 to 5 hours on Race Day.
Goodie Bag Packers	• Packing goodie bags prior to the day of event. • Ensure all items are packed.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • To report on specified day prior to the Race Day. • Duration of duty – 4 to 5 hours. • 20 of these volunteers will be distributors on Race day.
Goodie Bag Distributors	• Handle the distribution of goodie bags to participants after the race. • Control the queue at the Goodie Bag Distribution Point.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • To report at 6.30am on Race Day. • Duration of duty – 4 to 5 hours on Race Day.
Photographers and Videographers	• Assist in taking photos and videos of the event on the event day.	• Required to attend a 2-hr training session in September. • Required to read the Volunteer Guide prior to Race Day. • To report at 6.30am on Race Day. • Duration of duty – 4 to 5 hours on Race Day.