

**The West Australian Great WA Bike Ride | Volunteer Job Description**

<b>Team</b>	<b>First Day</b>
<b>Operating hours</b>	6:00am – 2:00pm first official day only
<b>Daily working hours</b>	5:30am – 2:30pm first official day only
<b>Rest Day hours</b>	Not required

**The Challenge**

*To ensure a smooth flow of ride participants from the start*

<b>Team Outline</b>	
<b>Team purpose (outcomes)</b>	<ul style="list-style-type: none"> <li>To ensure Ride participants are directed to the appropriate area and receive appropriate information.</li> <li>To ensure Riders start the Ride with a positive experience, from directional signage, start marshals, luggage trucks etc – co-ordinate to ensure all teams run smoothly</li> </ul>
<b>How the team gets the job done (actions)</b>	<ul style="list-style-type: none"> <li>There are various roles within the first day team and generally most volunteers will be assisting until their designated role starts on the ride.</li> <li>Assist in setting up the information marquees, laying out signage etc.</li> <li>Ride participants need to have information that is accurate and current and ensures they can move quickly to start the ride ie location of luggage trucks, how to pick up a lanyard, where is the start? Etc</li> <li>Volunteers are required to monitor ride participant drop offs (in designated areas only), luggage loading, start site etc and be adaptable to assist in various areas.</li> <li>Assist to pack up the information marquees and equipment used.</li> </ul>

<b>Team Characteristics</b>	
<b>Team Size</b>	Large – up to 50 volunteers (one day only until their actual role begins)
<b>Physical work</b>	A little (setting up marquees)
<b>Customer contact</b>	Yes – high
<b>Sitting / Standing</b>	Both
<b>Outdoor exposure</b>	High
<b>Location</b>	At start site (not on campsite, not on route)
<b>Riding Volunteers</b>	No
<b>Qualifications</b>	None
<b>Cash handling</b>	Yes - possibility
<b>Equipment loaned (need to return at end of Ride)</b>	None
<b>Equipment supplied</b>	None
<b>First day duties</b>	As above
<b>Last day duties</b>	Assist in route marshalling, information, transport loading etc
<b>Required start and end date</b>	First day volunteer is only required for the First official day of the Ride.