

3 Peaks Challenge 2012 | Volunteer Job Description

Job Details

Job Title:	Falls Creek Site Operations Assistant
Team:	Falls Creek Site Operations
Team size:	3
Report to:	Falls Creek Site Operations Team Leader
Base location:	Falls Creek
Duties location:	Falls Creek
Arrival time & date:	2pm on Friday 9 March, 2012
Departure time & date:	1pm on Monday 12 March, 2012
Transport:	Event vehicle/truck departing from and returning to BV workshop
Accommodation:	Lodge style accommodation provided
Meals Provided:	All meals provided once at Falls Creek
Uniform:	Long sleeve polo shirt, cap rain jacket and cold weather gear
Equipment supplied:	Safety equipment, all site equipment and installation tools (equipment lists, site plans and briefing provided)
Shift times:	<ul style="list-style-type: none"> • Friday 9 March: 3pm – 8pm • Saturday 10 March: 6am – 10pm • Sunday 11 March: 5am – 10pm • Monday 12 March: 7am – 12pm <p>While shifts are long, breaks must be taken as required. Your team leader will ensure that you take sufficient time off.</p>
Experience / skills required:	<ul style="list-style-type: none"> • Site operations experience essential • Heavy vehicle/truck licence is advantageous
Physical work:	Labour intensive, heavy lifting
Sitting / Standing:	Mostly Standing
Outdoor exposure:	Mostly outdoor, sun and weather protection will be provided
Rider contact:	Minimal – behind the scenes role

The Challenge – role, responsibilities and outcomes

Role description:	You will successfully build the Falls Creek Event Village site. Your team leader will lead you to prepare, transport, bump in, bump out and return back to the Bicycle Network Victoria workshop all equipment required for the Falls Creek Event Village site.
Key responsibilities:	<ul style="list-style-type: none"> • Preparing required equipment at the Bicycle Network Victoria workshop • Loading the equipment onto the trucks for transportation • Transporting the equipment to Falls Creek • Unloading, securing and bumping in the equipment • Monitoring and performing any maintenance required to the equipment during the event • Packing down the equipment after the event and loading it onto the trucks for transport back to the Bicycle Network Victoria workshop • Unpacking the trucks on arrival back at the Bicycle Network Victoria workshop
Outcomes:	The Falls Creek Event Village site will be setup as a welcoming place for riders, staff and volunteers to access and visit during the event weekend allowing them to perform their duties and tasks successfully. All equipment will be cared for, used properly and returned in good condition. Volunteers will work safely and respectfully with each other.