

3 Peaks Challenge 2012| Volunteer Job Description

Job Details	
Job Title:	Route Services Crew
Team:	Route Operations Team
Team size:	8 total team members – four crews of two.
Report to:	Route Services Team Leader
Communicates to:	Route Control / Route Operations Team Leader
Base location:	Falls Creek
Duties location:	Duties take place En Route at Rest Areas on Route.
Arrival date & time:	3pm Saturday 10 th March, 2012
Departure date & time:	11am on Monday 12 th March
Transport:	Event vehicle/truck departing from and returning to BV workshop
Accommodation:	Lodge style accommodation provided
Meals Provided:	<ul style="list-style-type: none"> • Saturday & Sunday - Breakfast, Lunch and Dinner • Monday - Breakfast (BYO lunch, bus stopover on trip home)
Uniform:	Long sleeve polo shirt and cap
Equipment supplied:	Safety vest and all equipment required for rest area set up
Shift times:	<ul style="list-style-type: none"> • Sunday 11th March: 5:00am – 10:00pm Shift times vary depending on which rest areas you will be setting up. Maximum 10 hour shift including time allocated for breaks. <ul style="list-style-type: none"> • Monday 12th March: 7am – 10am While shifts are long, breaks will be scheduled and need to be taken as required. Your team leader will ensure that you take sufficient time off.
Experience / skills required:	Drivers licence, good communication skills, some technical equipment skills – training will be provided.
Physical work:	Yes, lifting, packing and rest area setup
Sitting / standing:	Sitting and Standing
Outdoor exposure:	Yes
Rider contact:	no
The Challenge – role, responsibilities and outcomes	
Role description:	You will work with the team to ensure that the rest areas en Route are well set up. You will prepare, transport, bump in, bump out and return back to the Bicycle Victoria workshop all equipment required for the rest area.
Key responsibilities:	<ul style="list-style-type: none"> • Prepare required equipment at the Bicycle Victoria workshop • Load the equipment into the vans for transportation • Transport the equipment to Falls Creek, then to the appropriate rest area/s on event day. • Once at the rest area/s you will unload, secure and bump in the equipment. • Communicate with Route Control to ensure the correct operational progress of the event. • Monitor and perform any maintenance required to the equipment during the event. • Pack down the equipment once the rest area closes and load it into the vans for transport back to the Bicycle Victoria workshop. • Unpacking the trucks on arrival back at the Bicycle Victoria workshop
Outcomes:	The rest areas along the route will be setup as a welcoming place for riders, staff and volunteers to access and visit during the ride, 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.

