

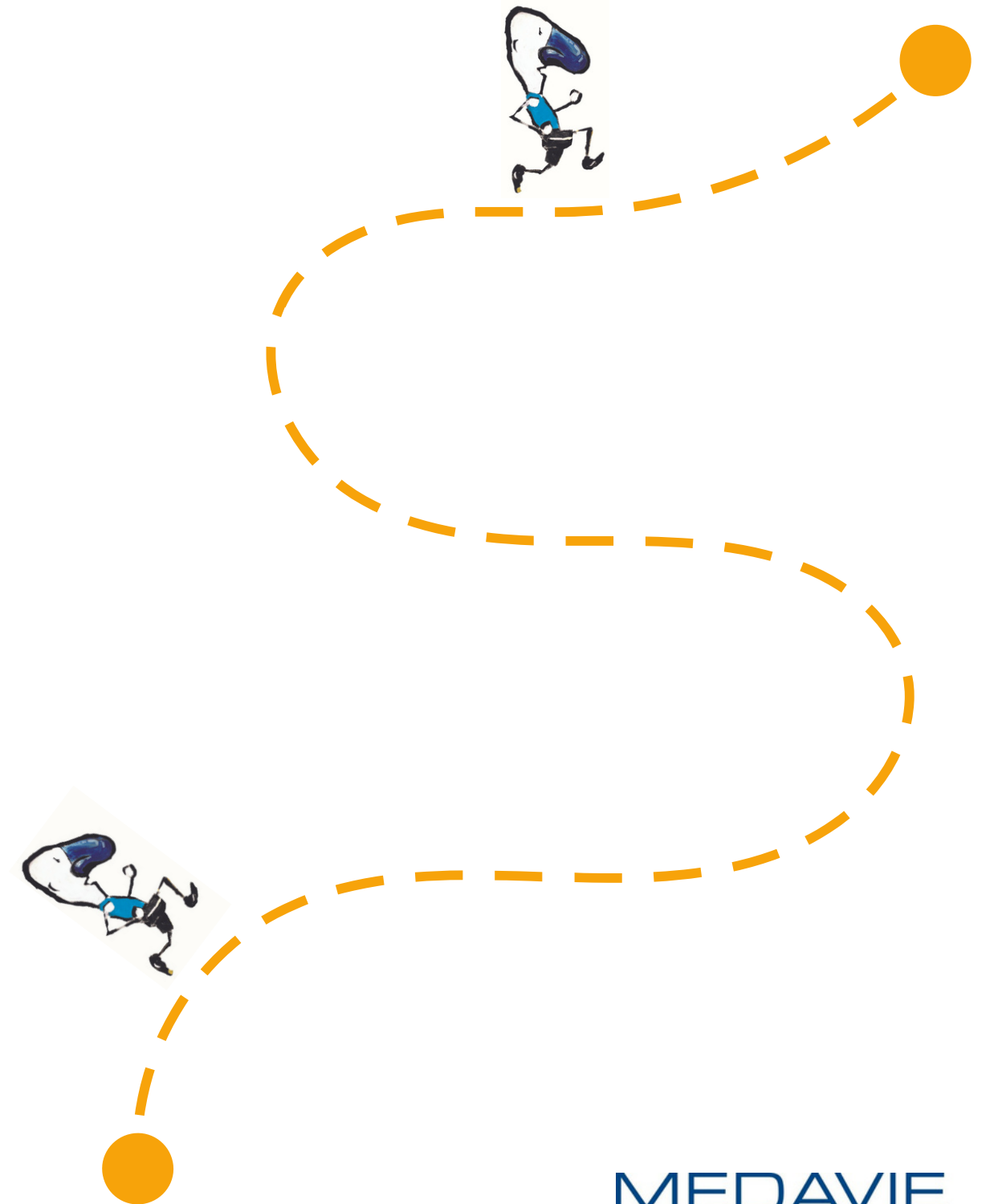
MEDAVIE

BLUE NOSE
marathon

Volunteer Guide

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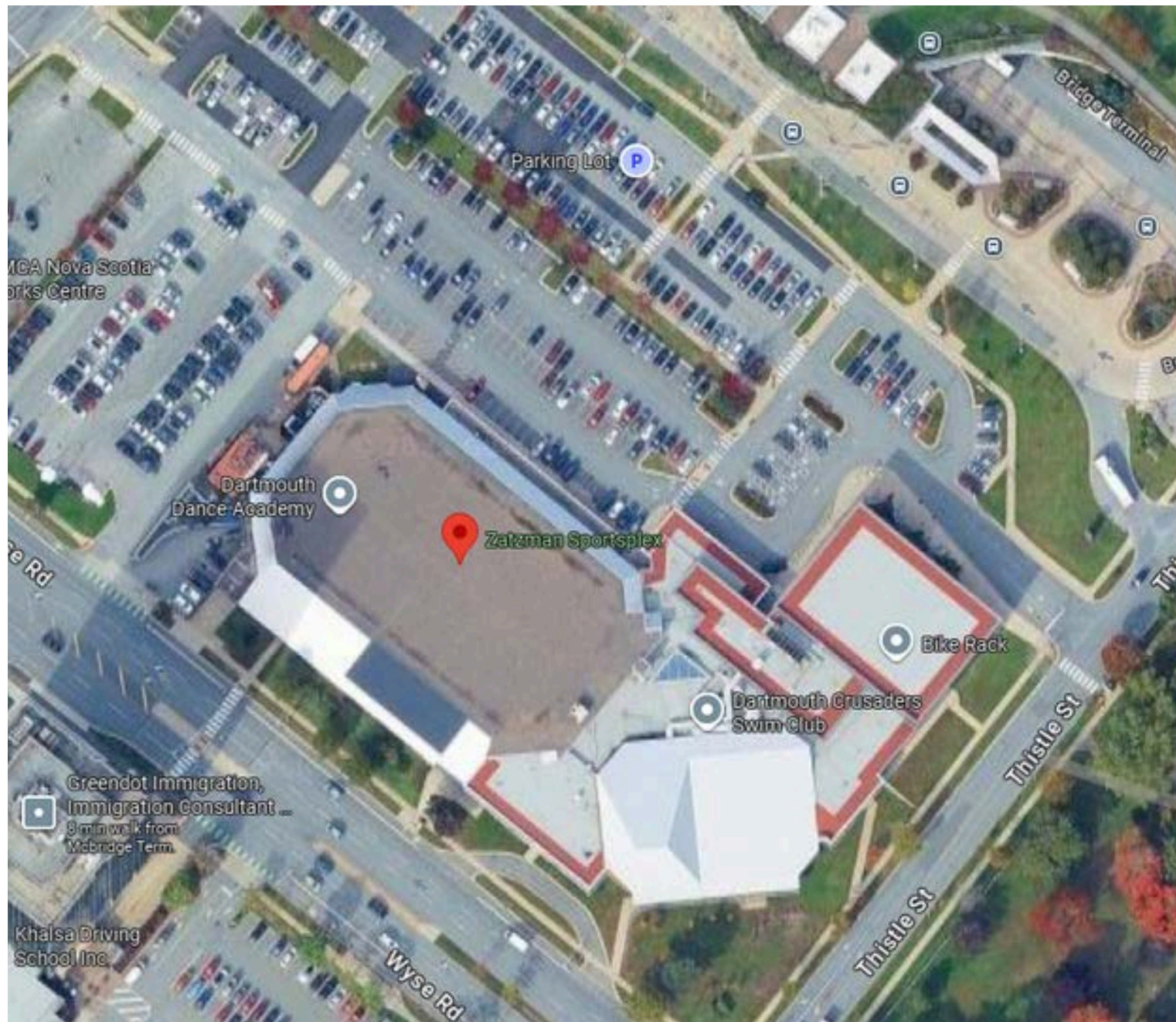
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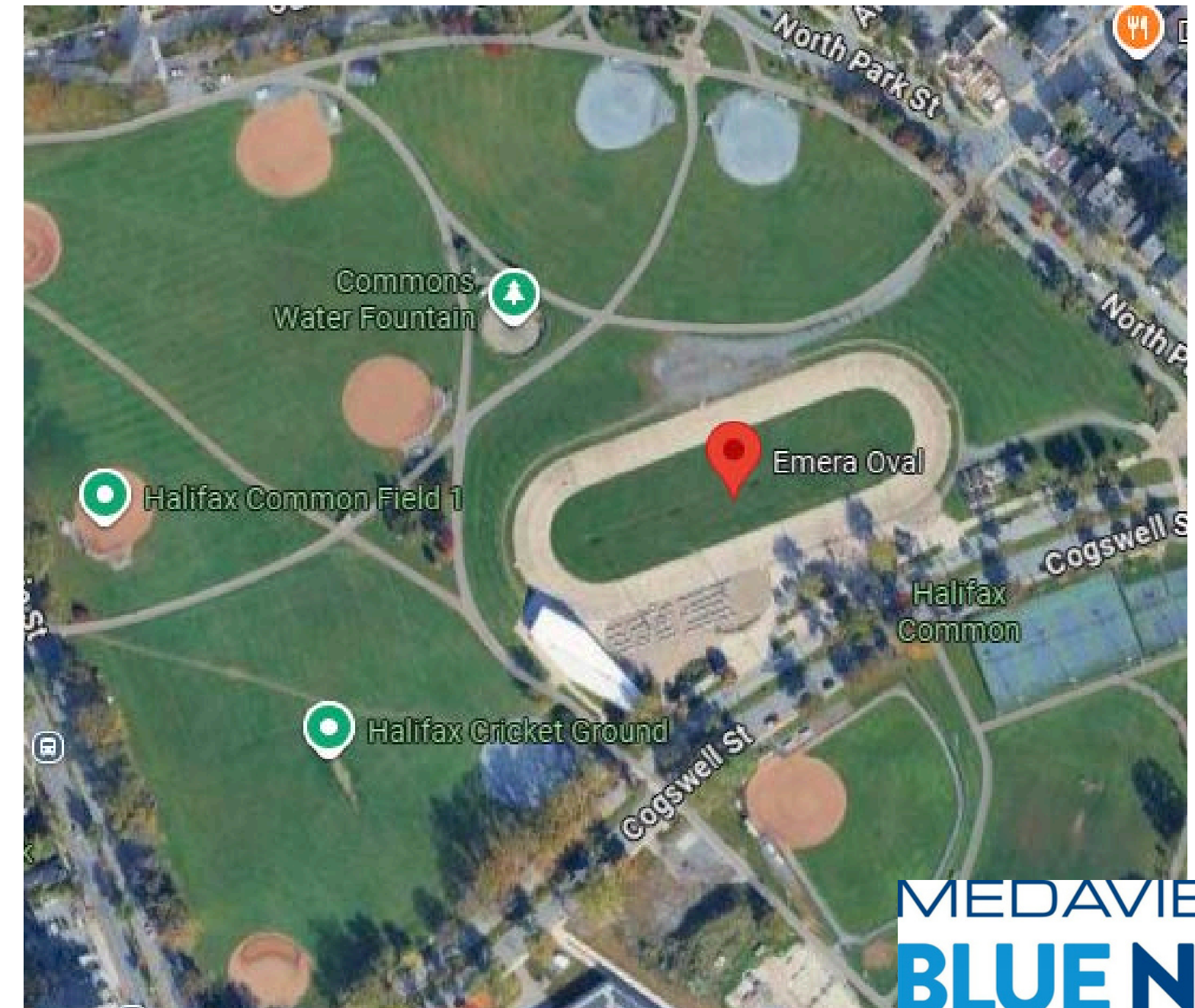


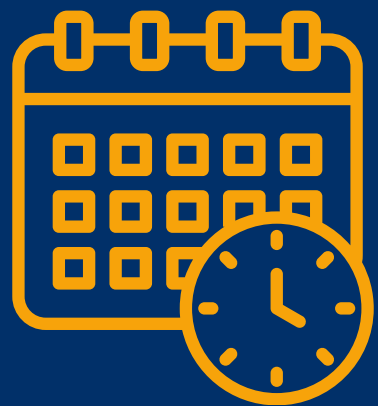
Prime Locations

**Expo: Zatzman Sportsplex, 110 Wyse Rd.
Dartmouth**



**Race Celebration Zone: 5775 Cogswell
St. Halifax**





Schedule of Events

- **Thursday, May 15th**
 - Expo set up 1PM
 - Emera Oval set up 8AM
- **Friday, May 16th**
 - Emera Oval set up 8AM
 - Expo 10AM-8PM
- **Saturday, May 17th**
 - Expo 10AM-4PM
 - Purple Cow 5KM 8AM
 - Doctors NS Youth run 10:15AM
- **Sunday, May 18th**
 - Medavie Marathon 8AM
 - Strum Consulting Team Relay 8AM
 - Evolve Fitness 10KM 8:10AM
 - Atlantic Chip Half Marathon 8:20AM



A DAY IN THE LIFE OF A VOLUNTEER





Volunteer Handbook

- Please make sure to review the volunteer handbook and refer to it as needed
- You can find this on our website

MEDAVIE
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Volunteer Handbook

MEDAVIE BLUE NOSE MARATHON
(HALIFAX INTERNATIONAL MARATHON SOCIETY)

MEDAVIE
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Code of Conduct

As a volunteer for the Halifax International Marathon Society, you are a vital part of creating a successful and positive experience for all participants. We expect you to uphold the following principles:

- 1. Professionalism and Representation**
- 2. Respect and Inclusivity**
- 3. Safety and Responsibility**
- 4. Confidentiality and Privacy**
- 5. Adherence to Instructions**
- 6. Helpful and Supportive Attitude**
- 7. No Impairment**



Media Info

- **Do not speak to media on behalf of the event**
- **If approached, say: "I am not a spokesperson for the event."**
- **Please direct them to one of the organizers or the info booth**



Lost & Found

- **During Race Weekend: Direct participants to the Lost & Found at the Expo & Oval Information Booths**
- **After the Event: Unclaimed items will be donated**
- **Any items left at start line or water stations will be donated an hour after the last race ends**



Vulnerable People

Lost Youth & Vulnerable Adults Procedures

- **Staffing:** Always work in pairs; minimum of two people in the Lost Kids Area
- **Action:** If a lost child or adult is found, escort them immediately to the Lost Kids Area (match bib with flag colour)
- **Information to Collect:** Name, Guardian details, Last Location, and a description of those they were with



Vulnerable People

Parents/Guardians Reporting Lost Child/Person

- **Parent Action: Direct parents to the Lost Kids Area. Collect full child details**
- **Volunteer Action: Conduct a quick initial search. Escalate to Manager after 10 minutes if the child is not found**
- **Reuniting: Verify the adult's ID/signature before release. Notify the Manager of Participant Services**



What to Bring

- **Do not bring unnecessary personal items or valuables**
- **A water bottle**
- **Snacks (these will be provided as well)**



What to Wear

- **Volunteer t-shirts and credentials (name tag) will be provided at volunteer check-in**
- **Dress casually and comfortably: for outdoor volunteer positions, layers are best**
- **Sunscreen, a hat, a watch and sunglasses are helpful**
- **Bring a jacket if the weather requires it**

P Road Closures and Parking

- **Parking will be available for you at the Zatzman Sportsplex, but spaces cannot be guaranteed**
- **If your volunteer job is at the Oval on race day, ensure you have checked area road closures**
- **These can be found on our website:
bluenosemarathon.com**

Starting Your Shift

- **Arrive and Check In 15 minutes before your shift starts**
- **Your Team Lead will provide instructions and supplies**
- **Always inform your Team Lead before leaving your post or taking a break**

While on Shift

- **The pace on race day is steady**
- **We'll do our best to provide refreshments and breaks**
- **Your Team Lead will let you know when and where to take breaks**



Volunteer Check-In Locations

- **Expo & Kit Pick-Up Shifts: Nantucket Room, Zatzman Sportsplex, 110 Wyse Rd., Dartmouth**
 - **Open 8AM-8PM on Friday**
 - **Open 9:30AM-8PM on Saturday**
- **Race Day Shifts: Volunteer Tent, The Oval, 5775 Cogswell Rd., Halifax**
 - **Open 5:30AM-2PM on Saturday & Sunday**
- **Note: If you're unable to attend your shift, please contact your Volunteer Manager as soon as possible. Every volunteer role is essential to ensuring a smooth and successful Race Weekend!**

Volunteer Check-In/Out

How to check-in/out:

- Please make sure you check in and out at the Volunteer check in area
- A volunteer check-in/out table will be available, where the lead will check you in on a computer
- Using the QR code provided at the table
- Download the volunteer local app on your phone:
 - [Android \(Google\)](#)
 - [iOS \(Apple\)](#)
- This is important if you want us to track your volunteer hours





Volunteer Certificate

- **After race weekend, you will be able to access your volunteer certificate through your Volunteer Local profile**

Post Race Weekend



After Party!

- Please joins us May 17th at 7:30PM to celebrate the amazing weekend!
 - Location: Nine Locks Brewing Taproom, 221 Waverley Rd., Dartmouth
- There will be food and draw prizes



Survey

- I will send you all a link to complete a survey to get your feedback from the weekend
- This is an opportunity for you to tell us what worked well and what we need to adjust or rethink



Questions

If you have any questions please refer to these resources:

- **[Volunteer Handbook](#)**
- **[FAQ](#)**
- **Email us at volunteer@bluenosemarathon.com**

**Thank you all for
your support!**

