

Thank you for volunteering to help out with the Cook Medical Beat the Heat events this year! Everything is in place to make this another fantastic event. We have over 500 participants registered to participate. Thankfully, we also have a great crew of volunteers signed up to help!

### **GENERAL VOLUNTEER GUIDELINES**

- Please concentrate on helping the runners. If at any time during your assignment you find that you have a problem, notify your Volunteer Captain immediately. Our primary responsibilities are to keep runners safe and to provide them an enjoyable race experience.
- Dress casually and for warm or wet weather! Please wear your TCTC Volunteer T-Shirt if you have one. See below for more info on t-shirts. Wear comfortable shoes.
- As a Race Volunteer, please be prepared to answer many types of questions.
  Prior to the start of the event, please familiarize yourself with the area that you have been assigned, along with course maps, registration area, restroom locations, the medical personnel station, mile markers, etc. Event maps will be available at the Information Tent.

#### ARRIVAL

All volunteers except for On Course volunteers are asked to check in at the Information Tent upon arrival. On Course Water Station volunteers should go the water station at the corner of Shorefair Drive and Reynolds Blvd . Course monitors will be instructed by Bill Walker on where to go.

## **VOLUNTEER T-SHIRTS**

We have a few TCTC Volunteer t-shirts available as loaners for those who do not have one. Check in at the Information/Volunteer tent for availability. Cook Medical Volunteers and Black Girls Run Volunteers should wear shirts that are branded with your respective organizations.





The information tent people can point you in the right direction to find your captain listed below:

Role	Captain
Race Director	Er Ralston
Volunteer Coordination & Elite Race Setup	Hernan Sabio
Packet Pickup/Race Day Registration	Cathy Ralston
Elite Runner Coordinator	Kristin Weisse
Finish Line & Race Timing	Bill Gibbs
Timer Team	Chris Cutler
Awards Distribution	Gini Piekarski
Course Setup & Course Monitors	Bill Walker
Fun Run	Greg Shelness
Bicycle Monitors	Mack Roebuck
On Course Water Station Co-Captain	Sharlie Brown
On Course Water Station Co-Captain	Kyle Armentrout
Finish Line Water Station	Tony Kummer
Food/Beverage	Ashley Esleeck
Beer	Jan Hugosson
Information Tent	Angi Linville
Marketing Social Media	Britt Stanford
MC/Announcer	David Daggett
Photographer	Robert Hill

- If you are unsure of your assignment, please ask.
- For anyone that said they can help with set-up, please arrive any time after 2:30pm. We need all the help we can get with set-up.
- If you finish up your assignment and can help out somewhere else, then check with the volunteer tent for new assignment. It is likely that we will be moving volunteers around to the area with the greatest need at the time.
- If you said you could help with clean-up, please stick around until we finish up. We expect to be done by 10:00pm unless we are delayed by the weather.

## **EVENT TIMES**

6:30 pm - Run/Walk

6:45 pm - Beat the Heat 5K Walk

7:00 pm – Beat the Heat 5K Run

8:00 pm - NC USATF 5K Championship

10:00 pm - Finish Clean Up





#### **EMERGENCY INFO**

- The Winston-Salem Police Department will be stationed along the route for traffic control and safety.
- Volunteers will be stationed near the race finish for any persons in need of medical assistance.
- Contact your Volunteer Coordinator or the Race Director in the event of any emergency situation that arises during the event. Call 911 first if appropriate.

## **BAD WEATHER POLICY**

In the event of bad weather, a decision to postpone or cancel will be made by the Event Director. Volunteers should help to secure and equipment and supplies, as directed by volunteer coordinators. The first priority should be to ensure the safety of yourself and event participants. If necessary, seek shelter in a vehicle or building in the area. We have the capability to send out a text message alert to race participants if necessary.

### **RESTROOMS**

Runners and volunteers will have access to indoor restroom facilities with entrances near the Education Building main entrance. Some portable toilets will also be on site.

### **VOLUNTEER BENEFITS**

- All volunteers will have access to the race day food and refreshments.
- Any leftover Beat the Heat T-shirts will be given out to volunteers on a first come, first serve basis.
- By volunteering at Beat the Heat, you are building credit towards the TCTC Volunteer Appreciation event(s). Check www.twincitytc.org for more info.

## **FINISH LINE**

- If an athlete is not feeling well, please call for nearby medical professionals to assist
- A water station will be set up in the finish chute.
- Runners should be encouraged to exit the finish chute promptly and proceed to the food and drink refreshment area.
- As runners begin to cross the finish line, volunteers should assist with controlling spectators from encroaching the race course or interfering with the runners.





#### **FOOD AND REFRESHMENTS**

Upon finishing the race, registered participants will be provided with complimentary food and beverage items. These items will be positioned near the finish line. Please note that these goodies are for registered participants, volunteers and sponsors first. Spectators are asked to hold off until after 8:00 pm when the regular 5K has finished. Access to beer and other alcoholic beverages in the refreshment area will be strictly monitored to ensure that only persons who are 21 or older possess or consume alcoholic beverages. Persons will be asked for a picture ID to verify their age if there is any doubt. Volunteers assigned to this area are responsible for set-up, distribution of assigned products and cleaning up prior to leaving.

### SPECTATOR INFORMATION

Beat the Heat is a great spectator race with several good viewing locations on the course. Please help make participant family members and friends feel welcome and well informed as they watch the races. We ask that spectators please allow all race participants volunteers to have access to food and beverages first. We will open this up to everyone after the regular 5K race has completed around 8:00 pm.

### **RACE CLEAN UP**

We ask all volunteers that are able to stick around and help with clean up after the event. The more people we have, the quicker it goes. If you are unsure how to help, then ask someone. All trash must be put away into trash bags, including any that is found laying on the ground. Track club equipment must be stored back on our trailers. Rented tables and chairs must be folded up and left under the rented tents.

## OTHER RACE INFORMATION

Refer to the Race web page for other information about the race. Go to bth5k.org.

### TWIN CITY TRACK CLUB INFO

The Twin City Track Club is a non-profit organization dedicated to promoting running and fitness in the Winston-Salem, North Carolina area. Our members are a cross-section of the community, representing runners and walkers of all abilities. Over our thirty year history, we have used a number of methods to achieve our goals. We have group activities to promote the social aspects of running, we bring in nationally known speakers to educate and inspire, and we assist other organizations with their organized running events. We are Winston-Salem's oldest running club and one of the largest clubs in North Carolina. Learn more here!





#### **USATF INFO**

The Beat the Heat 5K will also serve as the USA Track and Field (USATF) North Carolina 5K Championship. USATF is the National Governing Body for track and field, long-distance running and race walking in the United States. USATF encompasses the world's oldest organized sports, the most-watched events of Olympic broadcasts, the #1 high school and junior high school participatory sport and more than 30 million adult runners in the United States.

## **CHARITY PARTNERS**

This is the third year for the <u>Beat the Heat Charity Partner Program</u>. We are delighted to provide this program as a way to further support our mission to promote fitness and health, and improve the quality of life for individuals and families. A portion of the event proceeds will towards each of these non-profit charities. Many race participants contributed directly to the Charity Partners at the time of event registration, further increasing the charitable contributions. Our Charity Partners described below.

Ainsley's Angels in the Triad takes people off the sidelines to over the finish line. Through endurance events and road races just like Beat the Heat, the organization promotes teamwork, fitness, and inclusion by pairing an able-bodied runner with a special needs athlete rider. When an angel runner lends their legs and is pulled by one of our angel riders in a race, they give the rider the ability to participate in something previously thought impossible. Funds awarded will be used towards the purchase of specialized racing chairs to service our rapidly expanding athlete rider base. More racing chairs gives us the ability to reach and serve more families, and 100% of money awarded through this partnership will stay local to impact our Triad riders.

Mission: Feet First (MFF) was created by the owners of Fleet Feet Winston-Salem to blend their passion for good fitting shoes with their desire to help those in need in the local community. MFF provides running shoes for the homeless and in-need community. MFF fits over 1,000 people for shoes annually and donates another 1,000 pair. This allows both children and adults to wear proper fitting shoes. To this population a new pair of shoes is a huge blessing and can be life changing. Proceeds from this event will be used to purchase shoe inventory for the Mission: Feet First program.

With your help, we will make this **THE BEST RACE EXPERIENCE** possible for our participants. Thanks for your help!

Er Ralston Event Director, Beat the Heat Twin City Track Club

