

Volunteer Position Descriptions

Bag Check: You will collect and check-in personal belongings from event participants and volunteers. It will be important to categorize the personal belongings by race number for easy pick-up by those same participants following event completion. Each person will be assigned a paper grocery bag in which you will store their belongings for them.

8 Volunteers Per Shift (Shift A: 7:30am-12:30pm, Shift B: 12:00pm-5:00pm)

Cleanup Crew: You will help turn a post-event disaster zone into a beautiful building once again! With over 6,000 participants there will be lots to pick up, clean, and tear down. Working alongside LLS staff, as well as other volunteers who may stay after, we will make sure to leave the building cleaner than we found it.

20-30 Volunteers (4:00pm-7:00pm)

Courtesy Crew: You will be our “go-to” crew anytime we need extra volunteers on event day. Since some people will not show up, or some positions will call for more volunteers than we realized, we will ask you to step in. The rest of the time you will help maintain a clean building as much as possible so that the end of the day clean-up is easier. This will include picking up trash, recycling, or anything else that might come up. More than anything, we appreciate your flexibility in this position. It should be fun and full of surprises!

14 Volunteers Per Shift (Shift A: 8:00am-1:00pm, Shift B: 12:30pm-5pm)

Direction Monitors: You will be stationed at key areas around the building to direct people to the start lines, check-in areas, and other important locations. People will find it helpful to have volunteers around who can help them find the bathroom, start line, etc.

12 Volunteers Per Shift (Shift A: 7:30am-12:00pm, Shift B: 11:30am-5pm)

Finish Line: As participants finish on the 73rd floor, congratulate them, make sure they’re feeling OK, and direct them to the elevators where they will need to go down to the recovery room on the 40th floor. The Finish line gets extremely crowded so it is important for these volunteers to be proactive and keep the participants moving toward the elevators.

All racers will also be wearing timing chips on their wrists that you will cut off and collect so that they can be returned. These chips are on loan from the timing chip company and we will be charged a \$30 fee if unreturned.

10 Volunteers Per Shift (Shift A: 7:30am-12:30pm, Shift B: 12:00pm-5:30pm)

Goodie Bag Stuffer: You will be in charge of stuffing bags full of energy gel, sponsorship info, etc. and handing these bags to the participants.

10 Volunteers Per Shift (Shift A: 7:30am-12:00pm, Shift B: 11:30am-5:00pm)

Information Booth: You will be the “go-to” area for anyone needing information about where to find the start line, how to make a donation, etc. You will be trained once you arrive and given all of the proper information to answer any type of question.

2-3 Volunteers Per Shift (Shift A: 7:30am-12:00pm, Shift B: 11:30am-4:30pm)

Media Escorts: Guide media personnel and assist them in finding the best images and interviews for their stories. Media will need to be escorted anytime they wish to go beyond the atrium/lobby levels. Once you meet your area lead on-site, you will be given special instructions, as well as a key card to allow you to access the elevators you will need.

4 Volunteers Per Shift (Shift A: 7:30am-12:00pm, Shift B: 11:30am-4:30pm)

Packet Pick-Up Friday: This opportunity will take place on Friday, March 21st at Road Runner Sports Bellevue. For every packet picked up by a participant, Road Runner Sports will donate \$0.75 to The Leukemia & Lymphoma Society. As a result, we are strongly encouraging participants to pick up their packets on this day. You will be handing out packets to registered participants and thanking them for participating.

4 Volunteers Per Shift (Shift A: 10:30am-2:00pm, Shift B: 1:30pm-5:00pm)

Packet Pick-Up Saturday This opportunity will take place on Saturday, March 22nd at Road Runner Sports Seattle. For every packet picked up by a participant, Road Runner Sports will donate \$0.75 to The Leukemia & Lymphoma Society. As a result, we are strongly encouraging participants to pick up their packets on this day. You will be handing out packets to registered

participants and thanking them for participating.

4 Volunteers Per Shift (Shift A: 9:30am-2:00pm, Shift B: 1:30pm-6:00pm)

Parking Monitors: You will be directing drivers into the parking garage when there is still space left. Once the garage fills, hand out paper slips to drivers with directions to the overflow parking garage two blocks away. Dress warmly as you will be outside!

2 Volunteers Per Shift (Shift A: 7:30am-12:00pm, Shift B: 11:30pm-4:00pm)

Recovery Room: The Recovery Room, located on the 40th floor, is where all finishers will be required to go immediately after finishing on the 73rd floor. You will be restocking food, encouraging finishers to sign the tribute banner, and ensuring that they use the garbage, recycling and compost bins when appropriate.

4 Volunteers Per Shift (Shift A: 7:30am-12:30pm, Shift B: 12:00pm-6:00pm)

Red Carpet: These volunteers should be ready to greet the participants and to congratulate them right as they step off of the elevator onto the 40th floor. Along with other volunteers and Team In Training staff, you will form a tunnel of cheering supporters that the participants will walk through to get to the recovery room. You are encouraged to be as outrageous and enthusiastic as you would like. Noise makers will be handed out to add to the cheerful and high energy atmosphere!

20 Volunteers Per Shift (Shift A: 8:00am-11:30am, Shift B: 11:00am-2:30pm, Shift C: 2:00pm-5:00pm)

Registration: This group of volunteers will support participants whom have had any problems or concerns regarding their registration. You will be dealing with everything from aiding participants with their start times to participants whom are injured and want someone else to take their place in the climb. You will assist in checking in participants and handing out designated race numbers to those who didn't pick them up at packet pick-up the day prior to the climb, You will not be signing anyone up for the climb because the event has sold out. It should be fun getting to meet some of the excited participants!

16 Volunteers Per Shift (Shift A: 7:00am-11:30am, Shift B: 11:00am-4:00pm)

Results Posting: You will hang out by the printers at the start line which will print result sheets as participants finish. You will then run them downstairs to the results posting area so that racers can see what their times were.

2 Volunteers Per Shift (Shift A: 8am-12:30pm, Shift B: 12pm-4:30pm)

Set-Up: On the day before the event, Saturday, March 23rd volunteers will help to distribute equipment, supplies, event décor, etc. to the necessary floor of the tower. Some of the tasks will include organizing t-shirts for distribution, hanging dedication signs and banners throughout the stairwells, and setting up water stations and booths are amongst some of the jobs involved with set-up. But be prepared to perform other tasks as needed. As a reminder, this position will also require some heavy lifting.

30 Volunteers Per Shift (Shift A: 8:30am-1:00pm)

Start Line Monitors: You will be lining up participants, escorting them to the start, checking their bib for the correct start time, and sounding the starting noise. Due to the fact that there are 100 participants starting up each stairwell every 15 minutes, it is crucial that we are extremely organized in order to not fall behind schedule. You may also want to wish the participants good luck as they set off up the staircase!

12 Volunteers Per Shift (Shift A: 7:30am-12pm, Shift B: 11:30am-5pm)

T-Shirt Pick-Up: Help to organize and distribute t-shirts to each participant after they complete the check-in process. You will have a list of each person's requested t-shirt type and size.

10 Volunteers Per Shift (Shift A: 7:30am-12:00pm, Shift B: 11:30am-5:00pm)

VIP Area: This area is exclusive to our Top Individual Fundraisers and our Top Team Fundraisers, so as a thank you to this select bunch, we want to treat them to their own special area where they can congregate. The volunteers should provide an exceptional experience for these participants by greeting them and keeping the food and drinks well stocked. Overall you will manage this area and distribute gifts when necessary.

8 Volunteers Per Shift (Shift A: 7:00am-12:00pm, Shift B: 11:30am-4:30pm)

Water Stop: Pass out water to participants at one of the designated water stop floors during the event. Water stop stations will be just inside the doorway in the stairwell. Participants will run by, grab a cup of water, and dash off. Occasionally you may need to mop the stairwell if any excess water is spilled to make sure the stairwell is safe for everyone. As this volunteer position is less involved than others, we are only allowing groups of 2-3.

36 Volunteers Per Shift (Shift A: 7:00am-12:30pm, Shift B: 12:00pm-5:30pm)