

LLS Firefighter Stairclimb 2019 Volunteer Shift Descriptions

Saturday, March 9th (Day Before the Event)

Title	Shift	Time	Description	Special Notes/Requirements
Packet Pick-Up (Offsite)	1	8:30am-11:30am	Hand out packets to registered participants and accept donations.	Shift location TBD (downtown Seattle)
	2	11:00am-2:00pm		
	3	1:30pm-5:00pm		
Set-Up at Columbia Center		8:00am-12:00pm	Various tasks to prepare the building for the event.	Some heavy lifting may be required

Sunday, March 10th (Day of the Event)

Title	Shift	Time	Description	Special Notes/Requirements
Volunteer Check-In & Escorts	1	5:00am-8:30am	Check in volunteers as they arrive, hand out t-shirts and escort volunteers to their stations.	
	2	8:00am-11:30am		
	3	11:00am-3:00pm		
Security	1	5:30am-10:00am	Stationed at various points around the building to make sure that only participants and volunteers enter the building.	Specific area will be assigned upon arrival on event day
	2	9:30am-1:30pm		
	3	1:00pm-5:30pm		
Event Greeters	1	5:30am-10:00am	Greet participants and volunteers as they arrive, answer questions and direct the flow of traffic.	Must be friendly and enthusiastic!
	2	9:30am-1:30pm		
Participant Check-In	1	5:30am-10:00am	Hand out packets and wristbands to registered participants, honorees and volunteers and accept donations.	Must be comfortable working in busy, fast-paced environment. Requires background check
	2	9:30am-1:30pm		
	3	1:00pm-5:00pm		
Bottle Changer Check-In and Escort	1	5:30am-10:00am	Check-in bottle changers as they arrive at the loading dock and provide them with a wristband. Escort Bottle Changers to the 40th Floor.	This is an outside position
	2	9:30am-1:30pm		
	3	1:00pm-5:00pm		
Floaters	1	5:30am-10:00am	Various tasks as needed during the event.	
	2	9:30am-1:30pm		
	3	1:00pm-5:30pm		
T-Shirts	1	6:30am-10:30am	Hand out participant t-shirts.	
	2	10:00am-2:00pm		
	3	1:30pm-5:00pm		
Info Booth	1	7:00am-12:00pm	Answer participant questions (provide directions, lost and found, etc.)	FAQ list and staff support will be provided
	2	11:30am-4:30pm		
Top Floor - Civilian	1	7:00am-11:00am	Check timing chips, meet participants at the finish and lead them to the recovery area, hold gear, monitor flow of top floor and elevators. Last shift helps with clean up.	MANDATORY PRE-EVENT TRAINING REQUIRED
	2	10:30am-2:30pm		
	3	1:30pm-6:00pm		
Top Floor - Cadet/Firefighter	1	7:00am-11:00am	Check and remove participants' masks, air tanks and gear as they reach the top.	CADETS OR FIREFIGHTERS ONLY - MANDATORY PRE-EVENT TRAINING REQUIRED
	2	10:30am-2:30pm		
	3	1:30pm-6:00pm		
Top Floor - Runner	1	7:30am-11:00am	Transport empty air bottles from Top Floor to outside location.	This is a highly active position with heavy lifting required. Both inside and outside .
	2	10:30am-2:00pm		
	3	1:30pm-5:00pm		
Rehab	1	7:00am-12:00pm	Hand out food and refreshments to participants post-climb.	
	2	11:30am-4:30pm		
40th Floor Bottle Changer Assistants	1	7:30am-11:00am	Identify department, relay information to bottle changer. Assist with carrying bottles if necessary.	MANDATORY PRE-EVENT TRAINING REQUIRED
	2	10:30am-2:00pm		
	3	1:30pm-5:00pm		
40th Floor - Runner	1	7:30am-11:00am	Transport empty air bottles from 40th Floor to outside location.	This is a highly active position with heavy lifting required. Both inside and outside .
	2	10:30am-2:00pm		
	3	1:30pm-5:00pm		
Start Line	1	7:30am-12:30pm	Escort participants and hold directional signs, keep track of timer, check IDs, etc.	Specific task will be assigned on event day - these positions will be both inside and outside
	2	12:00pm-4:30pm		
Cheering Station	1	7:00am-11:00am	Help facilitate poster making so friends and family can cheer on the firefighter participants at the start line	This is an outside position
	2	10:30am-2:30pm		
	3	2:00pm-6:00pm		
Water Stop	1	7:30am-11:30am	Pour and distribute water, cheer on participants as they climb.	This is in the stairwells and is a very active position
	2	11:00am-2:30pm		
	3	2:00pm-5:30pm		
Sweepers		4:00pm-6:00pm	Walk through stairwells to ensure all participants have finished. Clean up stairwells.	Must climb 69 flights of stairs!
Clean-Up		4:30pm-7:30pm	Clean up areas, restore building.	Some heavy lifting may be required