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PRODUCTS



AID STATION VOLUNTEER GUIDE

COURSE VOLUNTEER POSITIONS

Aid Station Captain

Captains are responsible for instructing volunteers and overseeing the operation of the aid station. They will be on radio in frequent communication with the event staff.

Responsibilities include:

- manage aid station volunteers
- track runners and relay information to Race Director
- Provide directional assistance
- Relay supply needs and runner transport needs

Aid Station Volunteer

Responsibilities include:

- set up aid station
- track runners
- provide directional support
- distribute fluids and food
- collect lost and found items
- assist the event staff in breaking down aid station

Select aid stations will also be responsible for pacer check-in procedure and drop bag management. These responsibilities will be explained in further detail by the Volunteer Coordinator as race day approaches. Aid station themes, decorations and costumes are encouraged to give runners an extra boost of energy during their race!

Course Marshal and Road Crossing Guards

Course Marshals will be positioned at key intersections on-course to provide directional assistance to runners as they continue down the trails. In certain situations, course marshals will be on radio and/or stationed at road crossings and will be required to stop runners allowing traffic to pass.

Volunteers will protect runners at road crossings from oncoming traffic. With the exception of race starts, runners will ALWAYS be stopped when vehicles are present. Vehicles will NOT be stopped for runners.

Leave No Trace Trail Volunteer

Leave No Trace Trail member you are a leader in sustainable recreation practices, providing outreach and awareness in order to put Leave No Trace principles into action. The Leave No Trace Trail crew will be at the Aid Stations throughout the course, picking up trash 1/2 mile in each direction along the trail, while making sure the Leave No Trace signage is visible. Each volunteer will also be provided a 'Leave No Trace Plastic Ethics Reference Card' to keep in your pocket as a reference of our Principles, while donning a volunteer t-shirt during your shift on the course.

AID STATION VOLUNTEER RESPONSIBILITIES

Set-Up

Food and fluids must be readily available for the runners. All the supplies you need will be provided. See below for a list of items that will be at the aid stations. A member of the event staff will meet you in the morning to assist with set up.

Aid Station Food

Organize food for easy access to runners.

If you have any questions, ask the race crew member.



Serving Fluids

- 7 ounce cups will be provided for serving fluids.
- This is not a road race and cups do NOT have to be handed out to runners. In fact, it is beneficial to the runner tracking that your Aid Station Captain is conducting to have the runners slow down and approach the tables to get fluids.
- Cups can be pre-poured, but this should not be done in excess so as to reduce the amount of cups becoming garbage.
- Many runners will have their own hydration devices. Help top them off and be careful to not spill.
- Water may be poured directly from the gallon jugs into the water cups or the participants bottle or hydration device.
- Electrolyte Drink will be mixed in the orange coolers provided. A pitcher will be provided to easily pour the fluid into cups and bottles.
- Specific instructions for mixing the Electrolyte Drink will be provided. It is important that volunteers are aware of the portions for each fluid.



AID STATION VOLUNTEER RESPONSIBILITIES

Runner Check-in & Tracking

SATURDAY: As the runners approach the aid station, one volunteer should be assigned to call out their bib number while another writes the bib number and time of arrival in the appropriate space on the check-in sheet. The sheet will be arranged by race distance.



When the top 5 male and female runners for each distance have passed through the aid station, relay the bib numbers to the race director via radio.

SUNDAY: With higher impact of participants in a shorter time period, the runner tracking effort should be focused on the front of the race and the rear. Record the first 5 male and female runners through the aid station and relay to the race director.

Runner ID

Each group of runners can be identified by their bib numbers and colors. The following is the break down of numbers and bib colors for each group of racers.

DISTANCE	BIB COLOR
SATURDAY	
50 Mile	ORANGE
50K	BLUE
Marathon	PINK
Marathon Relay	RED
SUNDAY	
Half Marathon	YELLOW
10K	RED
5K	PURPLE

Directional Support

The aid station volunteers will be responsible for giving directional support to the runners. At each aid station, specific directions will be provided for each unique group of runners. Volunteers must be able to distinguish each group of runners by the color of their bib numbers and point them in the proper direction. The color of the bib correlates to the race distance they are racing. It is suggested that volunteers familiarize themselves with the course map for each distance.

Signage

- Place Aid Station distance signage where runners can see when either approaching or departing the aid station.
- Make sure all volunteers are aware of the distance at the current aid station and the distance to the next aid station.
- Hang The North Face Banner at the aid station using zip ties

AID STATION VOLUNTEER RESPONSIBILITIES

Pacer information

Pacers are allowed for 50 Mile participants after Mile 27. If your Aid Station is a designated pacer location, ALL pacer's will check in at the aid station. They will be given a white bib to wear throughout their run. You must write the number of their runner on the front of the bib and **THEY HAVE TO SIGN A PACER WAIVER BEFORE THEY CAN LEAVE THE AID STATION.** All waivers and bibs will be waiting for you in the aid station supply box. Pacers may not mule gear for runners and cannot stay behind or arrive ahead to expedite the aid station stop. *Designated Pacer locations are located in the pace charts.*

Drop Bag Information

Only 50 Mile participants are allowed to have a drop bag on course. Once the drop bags have arrived, lay out a tarp and have a volunteer organize the drop bags in bib number order. Lay out a second tarp with the provided sign reading "Drop Bags to Return to Festival." Once runners pass for the final time, remind them to put their drop bag on this tarp. When race staff or a driver comes by the aid station, send any drop bags in this pile with them back to the Finish. *Designated Drop Bag locations are located in the pace charts.*

Crew Information

A crew member is defined as any individual who provides material support to a runner. Crews must follow all rules and regulations set forth by The North Face Endurance Challenge. Crew members must comply with all instructions from event staff and volunteers at all points along the trail.

Crews must check in at designated Aid Station and follow the direction given by Aid Station staff on where to set up and assist their runners. Crews are limited to one vehicle per runner at all Aid Stations. *Designated Crew locations are located in the pace charts.*

Clean up

Once the last runner has passed through the aid station, you may begin to break down.

- Pack up any remaining food or first aid supplies in the bins provided.
- Coolers must be dumped and dried out with a towel.
- Runner check-in sheets, Pacer waivers, lost and found and dropped gear bags must be returned to a member of the Endurance Challenge staff at the festival.
- Once the aid station is closed, a member of the event staff will come by to take inventory of remaining items, including food, and load into the truck, break down the tent and fold the table covers.

ADDITIONAL AID STATION RULES

- No smoking is allowed at any of the Aid Stations.
- Littering of any kind is strictly prohibited.
- ANY AND ALL INCIDENTS MUST BE REPORTED TO RACE STAFF