

Dundee Roadrunners Volunteer Policy

Have you ever wondered how Dundee Roadrunners is run?

We are a large club, catering for all ability levels, offering advice and training, team events and road races and many other things besides.

Well, you probably knew this before. But are you aware that every single activity is organised and managed by volunteers – people who work, have families and don't spend the whole day in running shoes (although, ok, some do).

Why do they do it?

- They are passionate about running.
- They want to give something back to a club that has offered them a lot.
- They want to help others to enjoy running as much as they do.

What can I do?

There are a lot of opportunities for you to get involved. You don't need any specific skills or background – just come along and join the others.

Marshalling and supporting runners at races: Give directions to runners and hand out water at our high profile races such as the Templeton 10

Tail Runners at club runs (Tuesday): on the 4 and 6 mile routes every Tuesday a club member is appointed as the tail runner to ensure all members return back safely

Leading or assisting with the Transition Group – Jog Scotland certificate required (please see the club coaching document). A set 10/12 week programme on Tuesdays and Thursday nights. Make sure that nobody gets lost, motivate beginners, and advise on running-related questions.

Driving/supporting/organising team events Run and volunteer – support, drive, feed, entertain the other runners.

Organising social events such as the Christmas and Summer parties.

Joining the Committee: Elections take place every February.

Website management & social media. Tasks include website maintenance, social media, newsletters, events scheduling, results management, content development, and web design.

So please, give it a try! Speak to any of the Committee members if you are interested in volunteering in some way, whether on a one-off occasion or longer term. All offers of assistance are welcome.

Who is the policy for?

Anyone interested in supporting our events through volunteering. Our relationship with volunteers is based on trust and doesn't involve the obligations associated with employment. This document outlines the principles on which the relationship between volunteers and the club is based and provides basic information about volunteering with us.

Recruitment

We welcome and respect the breadth of experience, skills, dedication and goodwill that volunteers bring. Whether you're interested in supporting one or all of our events, please contact any member of the Committee. You will need to be over 18 years of age to volunteer.

What you can expect from us:

The club will

- Offer equal opportunities to everyone who wants to volunteer.
- Encourage a positive and friendly atmosphere.
- Match your skills and experiences with the right role, where possible.
- Make necessary arrangements to ensure your health, safety and welfare as a volunteer.
- Respect all our volunteers and listen to what you have to say, consistently encouraging two-way communication.
- Offer appropriate support for your role both ahead of the event and on event day.
- Give notice of any change to arrangements as soon as possible.
- Celebrate success and recognise loyalty and dedication.

Our expectations of you as a volunteer:

You will:

- Act as a good ambassador and always consider and protect the good reputation of the club in your actions and conduct.
- Be friendly and approachable to participants, members of the public and other volunteers.
- Treat everyone equally regardless of age, gender, sexual orientation, religion or disability.
- Be respectful towards all individuals and be aware of use of language to not cause any offence.
- Work in partnership with other volunteers, staff and the general public.
- Follow the instructions and guidelines provided by the volunteer co-ordinator.

- Not smoke whilst on duty or be under the influence of alcohol or recreational drugs.
- Understand that the club shall not be liable for any injury or loss occurring as a result of volunteering.
- Provide as much notice as possible should you be unable to attend an event you have registered for.
- Have the best possible experience through getting involved and enjoying your volunteering.

Some specific volunteering activities

Start & Finish

Purpose – Assist with the running of efficient start/finish processing areas and ensure a positive experience for all participants.

Key Responsibilities:

- Help set up the start area/finish areas including transition from start to finish if required.
- Assist and cheer participants through the start and finish areas.
- Congratulate finishers and distribute event souvenirs.
- Keep the flow of participants moving quickly through the finish processing area.
- Answer and/or direct any enquiries accordingly.
- Assist with clear-up.

Knowledge/Skill/Behaviour Requirements:

- Excellent communication skills.
- Lots of enthusiasm, initiative and a proactive attitude.
- Enjoy working as part of a team.

Route marshals

Purpose – Act as the organiser's eyes and ears out on course. Encourage and support our participants, ensuring a positive experience for all.

Key Responsibilities:

- Manage an assigned marshal point, ensuring participants take the correct course.
- Encourage and support participants as they pass.
- Act as a point of contact out on route.
- Answer and/or direct any enquiries accordingly.
- Assist with clear-up.

Knowledge/Skill/Behaviour Requirements:

- Excellent communication skills.
- Lots of enthusiasm, initiative and a proactive attitude.
- Enjoy working as part of a wider team.

Drinks Stations

Purpose – Assist with the running of an efficient on course drinks station and ensure a positive experience for all participants.

Key Responsibilities:

- Help set up the drink station ensuring hygiene guidelines are met.
- Hand drinks to participants as they pass.
- Support and encourage participants.
- Answer and/or direct any enquiries accordingly.
- Assist with clear-up of the drink station and surrounding areas.

Knowledge/Skill/Behaviour Requirements:

- Excellent communication skills.
- Lots of enthusiasm, initiative and a proactive attitude.
- Enjoy working as part of a team.