

*Kiwanis Club of Nipissing*  
2012 North Bay Triathlon – Bicycle section  
**Sunday, July 1, 2012**

## **Volunteer Guidelines**

### **Preparation**

1. **Meet at Canoe Club building on Lakeside Drive at 8 a.m.**
2. Please bring:
  - a) cell phone, and register phone number with the Bike Race Director (John Wipprecht) the morning of the race. I will also give you my cell number so you can contact me *on race day* if necessary (705) 493 5402.
  - b) Push broom to sweep corner
  - c) bug repellent
  - d) sunscreen, sunhat
  - e) lawn chair
  - f) water, coffee
3. You will be provided with a safety vest.
4. The race starts at 9:00 with the swim. The fastest athletes will start the bike route 11 minutes later. **Therefore, you need to be at your position at 8:45** in order to give you enough time to sweep, set up your lawn chair etc. This is the case even if you are further down the course as we do not want a lot of traffic on the course when bikers are on it.
5. When you arrive at your corner, cone markers will have been properly placed so as to assist athletes for turns. Do not touch the cones, unless it becomes obvious during the race that there is a problem with the way they were set up.
6. Sweep approach and exit to all corners to remove sand, gravel and loose dirt. Bikers will need the whole width of the road to turn, i.e., they will arc from the outside of the traveled road to the inside. Therefore, you need to sweep the whole road, not just the outside edge. Watch for any gravel kicked up by cars or especially trucks which might be on the course.
7. If your corner has a barricade (not expected for the Adult Tri) then move it into position at 9:10.

## **During the Race**

8. One volunteer, for each direction on busy intersections, should watch out for the direction of oncoming car traffic and signal vehicular traffic if a bicycle is coming. Technically, cars do not need to obey your signal to stop and the cyclist is responsible for obeying the rules of the road, but if the car does respond to a signal to stop, then your partner can wave the oncoming cyclist through. Talk to your partner.
9. **You cannot physically assist the athletes, especially the leaders.**  
Advise the athlete that if you help them, they will be disqualified.
10. If there is a serious injury at your post, **call 911** immediately. Be especially aware of concussion symptoms (including nausea, disorientation) and **call 911** if there is risk of brain injury.  
  
If the injury is less serious, offer to call the person's spouse, or other helper, who can come and transport the victim back to the Transition Area where St. John's Ambulance paramedics will be standing by.
11. All encouragement, as loud as possible, for the athletes is welcome: "Good work / Keep Going / Looking good / You can do it" etc, are incredibly inspirational for all those who are competing, whether first timers or experienced veterans.

## **Completion of the Race**

12. After the last bicyclist has passed your position, you will be informed of this and that you may leave this post. Before you leave your post please:
  - move pylons to the side of the road
  - move any signs at your position to the same spot as the pylons
  - disassemble the barricade(s) (if any) and move to the side of the road
  - Pylons, signs and any barricades will be picked up.

Please return your safety vest to the Canoe Club building.

13. The bike route positions may be abandoned at 12 noon if you have not already been released.

**Thank you for volunteering! Without your help, we could not operate this popular and successful event.**