

Volunteer Guidelines For the Scotiabank Toronto Waterfront Marathon



Aid Station



Information Package: Aid Station Volunteers

- **Sign in at the Volunteer Check-in**
- **Sign the volunteer waiver**
- **Check-In your bag**
- **Meet with your manager for instructions**
- **Set up your area**
- **Keep your area clean and clutter free**
- **Sign out at the Volunteer Check-in**
before you leave to receive your volunteers hours



Aid Station Volunteer Instructions

Step 1:

- **Introduce yourself to your Aid Station Captain**
- **Your captain will either assign you to a water table or a Gatorade table.**

Aid Station Volunteer Instructions

Step 2:



- **Put Gloves on**
- **Fill cups less than 1/2 way**
- **Stack layers of completed cups with sheets provided**



Aid Station Volunteer Instructions

Step 3:

- **Hand out water or Gatorade to the participants**
- **Hold cup at bottom half of cup**
- **Yell what you have:**

“Water, Water, Water”

OR

“Gatorade, Gatorade, Gatorade”



Aid Station Volunteer Instructions

Step 4:

- **Clean up your Aid Station!**
- **Your Aid Station Captain will give you instructions on when it is safe to clean**
- **Wear your gloves**
- **Use the rakes provided to sweep up the cups on the road**
- **Put all cups in clear garbage bags**



Aid Station Volunteer Instructions

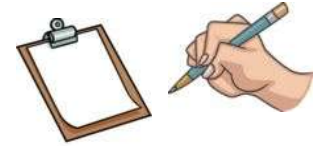
Step 5:

- **Rest/Food Breaks!**
- **Your Aid Station Captain will let you know when you can take a break**
- **Once told to take a break, you can head over to the volunteer check in tent to receive food**

Aid Station Volunteer Instructions

Step 6:

- **Check-out with the volunteer manager**
- **Request a Volunteer Letter (for personal use or high school community service hours)**
- **Collect your bag before leaving**



Important Info:

Medical Emergencies

- **We have medical tents located at most water stations on course as well as ski patrol on bikes roaming the course to assist minor running related injuries.**
- **Please see your water station diagrams to see exact placement.**
- **First aid kits are also included in all water station kits containing Band-Aids and Vaseline.**
- **Medical Protocol for Water Stations:**

If medical assistance is required and no medical personnel is present, talk with your manager and determine if situation requires more than basic first aid (i.e. loss of consciousness, trouble breathing or chest pains), in which case dial 9-1-1. If less serious in nature, let your manager use their radio to communicate the patient information to the medical team.

CLOTHING CODE

- **Comfortable clothes**
- **Running shoes**
- **Wear your volunteer shirt**
- **Check the current temperature before leaving your house**



CODE OF CONDUCT

- **Be nice, considerate, understanding and polite with participants and fellow volunteers**
- **Keep calm in a stressful situation**
- **Report to your manager if you encounter a problem**



**THANK YOU FOR
VOLUNTEERING!**

Canada Running Series