

Tubbs Romp to Stomp out Breast Cancer
Utah
VOLUNTEER INFORMATION

For those volunteering for Priority Check-in &/or Event-Day

Dear Volunteer,

First, let me extend an HUGE THANKS for your efforts at the 2010 Romp to Stomp out Breast Cancer. This event could not happen without you, so please know that your efforts are greatly appreciated and that you are helping to make breast cancer history! The following info will help with most of the initial questions you might have about volunteering at the Romp, but should you have anything specific, please don't hesitate to contact me!

Cheers,

Wendy Miller, Romp to Stomp Manager

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ROMP PRIORITY CHECK-IN VOLUNTEER DETAILS

DATE: Friday, February 5

VOLUNTEER SHIFT: 4:45-8:00pm

LOCATION:

Salt Lake City REI

3285 E 3300 S

Salt Lake City, UT 84109

What is the priority check-in?

The priority check-in was introduced as a way to lessen the business of the morning of the event. Those who are pre-registered can check-in, get their bib number and goody bag. Then, the morning of the Romp, all they have to do is show up, pin on their bib, get demo snowshoes (as necessary), and be at the start line at 9am (if their racers) or 9:30am (if their walkers). People can also pre-register for the event at priority check-in (for the \$35 rate), and team captains (or a team representative) can pick up materials for their entire team. Participants can also turn-in their donations from fundraising. Essentially it is exactly like morning-of check-in... just the night before.

What will I do as a volunteer?

You can choose one of four volunteer roles:

- 1) **Donation Table:** accept donations for Susan G. Komen for the Cure
- 2) **Event Registration:** Register new participants
- 3) **Pre-registration check-in:** check-in preregistered participants
- 4) **Crowd management:** greet people at the store, direct them where to go, manage the line if one forms, etc.

What time should I show up at REI? 4:45pm for training

When I arrive, who should I talk to?

Either Wendy Miller (Romp Director)

General Schedule:

4:45-5:30pm: training set-up; even if you volunteered for registration and check-in last year, there are a number of changes in the process that are important to go over.

5:30pm: Check-In opens

7:00pm: Try to wrap up check-in

7:30-8:00pm: Count registrations, registration income, and donations

8:00pm: Volunteers head home!

EVENT DAY VOLUNTEER DETAILS

Mountain Dell Golf Course, Saturday, February 6, 2010

General Schedule

7:00am	Volunteers meet at Mountain Dell Golf Course
8:00 am	Participant Registration, Check-in & Pledge Collections Open
9:00 am	3K Snowshoe Fun Race
9:30 am	Main Event: 3K or 5K Benefit Walk (participant's choice)
11:00 am	Closing & Award Ceremony
12:00pm	Finish final take-down

What time should I show up?

Please ARRIVE at the Mountain Dell Golf Course at 7am. This will allow us enough time to set up the registration area, assign volunteer roles, and grab a cup of cocoa or coffee!

How do I get to Mountain Dell Golf Course?

Take exit 134 off I-80; 12 miles East of Salt Lake and 13 miles west of Park City in Lower Parley's Canyon.



Where do I park? Does it cost to park?

There is free parking in the main lot at Mountain Dell and along the side street. However, please try and carpool if you can so that we can reduce our impact on the environment and ensure there are plenty of spots for our participants.

After parking, where should I go?

Gather your belongings and head to the Mountain Dell Lodge. We'll be using the lower section of the lodge. Track down Wendy Miller (will have black Columbia Tubbs jackets).

What will I be doing?

Take a look at the basic list of duties and if you have a preference, please let us know that morning.

Registration: We'll need about 6-8 volunteers to staff the check-in area. Since the operations of this area will be essentially the same as at the REI priority check-in, we'll try to put folks who volunteered there at this location. Volunteers at this station will be registering new participants, checking-in pre-registered participants, or collecting donation money. After registration is over, you'll also be totaling the donations taken so that we can announce the top fundraisers and the total amount raised.

Banner-Hangers: We have fantastic sponsors and want to make sure that they are recognized! We need 2 volunteers to help hang banners in the "expo/registration" area, the start/finish area, and maybe some out on the course.

On-Course help/cheering: We need 2-3 energetic volunteers to cheer on the participants and staff the on-course water station, or point folks in the right direction. Even though this job involves bundling up, but it is worth it to see the smiling faces of all the Rompers and Stompers and encourage them along the way!

Race Timing: We need 1-2 people to help time the race (with stop watches).

Floaters: We'll need 1-2 people to serve as floaters, helping out where-ever help is needed—maybe pointing people in the right direction, checking people in during the busiest times, etc.

"Barista": We'll need 1-2 people to help oversee the Green Mountain Coffee and the hot cocoa. We've rented brewers and cambro's that hold LOTS of yummy warm beverages that might need to be periodically refilled.

Site Breakdown: at the end of the Romp, we'll need help packing up and bringing down snowshoes and tent canopies as well as taking down and packing up the registration area. All items will get loaded in the rented Uhaul.

Tubbs Scout Mascot: The Tubbs snowshoes mascot (Tubbs Scout the Husky dog) will be on-hand at the Romp to Stomp and we're looking for someone who would want to wear the mascot costume at various points during the event or volunteer to be Tubbs Scout's escort.

What should I bring/wear?

Clothing: Dress in layers! We plan on having the registration/check-in in the bottom of the lodge, but that area is rather small so all the other elements of the event (demo tent, sponsors, etc.) will be outside. There is a chance of rain or snow, so make sure to bring a jacket, warm under-layers hats, gloves, etc. Dress in a way that you'd be able to help inside the building then layer up and go outside!

Lunch/Snacks: We'll be pretty busy all morning so try to remember to bring snacks to keep you going! We'll have some goodies and coffee and cocoa, but we recommend bringing your favorite snacks if you can! Since the golf course is closed for the season, there are no food services available. By the time we're finished it will be lunch time, so we recommend bringing a lunch!

Can I also participate in the Romp?

There are some of you that, along with volunteering you'd like to participate in the Romp to Stomp itself. That should be fine, please make sure to do the following:

- 1) Register for the Romp online (online registration closes Thurs, Feb 4 at 5pm), at priority check-in or the day-of.
- 2) Make sure to tell us you are participating in the walk along with volunteering.
- 3) When done walking, if you can help with take-down, we'd greatly appreciate it!
- 4) Note that we'll probably put you at a registration table and then you can head up to the top when it is time for the event to start.