

## Key set-up volunteers

### Why we need you:

To support your local area event manager/organiser during Race for Life.

### What will I be doing?

The role of key set-up volunteer will include some or all of the following activities:

- Helping to set up the event equipment on site
- Helping to place suppliers and contractors on site
- Assisting with site co-ordination
- Assisting with setting up the 5k course
- Using a radio to log progress/inform incidents
- Briefing volunteers who arrive on the day
- Co-ordinating the start and finish areas, e.g. Assisting with the clear-down procedures, e.g. packing up the administration tent and the site is cleared

### What skills do I need?

- Good interpersonal skills
- Good communication skills
- Good practical skills
- A willingness to muck in and work as part of a team
- A proactive attitude
- Ability to adapt well to changing situations and have a flexible approach to work
- Be physically active

Being a qualified first-aider would be desirable (but this is not essential).

### How much time do I need to commit?

Key set-up volunteers need to be available all day at the chosen Race for Life event (approximately 10 hours per event). This will mean an exceptionally earlier start to the day (potentially a 6.00 am start).

### What support will I be given?

A dedicated area event manager will brief, guide and support you on the day.

### What benefits can I expect?

- The satisfaction of knowing you are making a valuable contribution to Cancer Research UK and raising money for the cause
- The buzz of helping to set up and run successful events
- The enjoyment of meeting new people within your community and being part of our local team
- The opportunity to develop communication and fundraising event skills
- The chance to gain experience of working with one of the UK's leading charities on its premier national event series
- Catering will be provided

### Where can I find my nearest Race for Life event?

Your nearest Race for Life event can be found at [www.raceforlife.org/findanevent](http://www.raceforlife.org/findanevent).

## How do I apply?

Register today at <http://supportus.cancerresearchuk.org/volunteeringraceforlife>.

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