



## RUN COURSE AID STATION INSTRUCTIONS

LOCATION	GROUPS	STATION CAPTAIN	EMAIL	CELL PHONE	TIMINGS
Riverside					9:00 am to 5:00 pm
Hambrooks/Mimosa					9:00 am to 5:00 pm
By-Pass					9:15 am to 4:45 pm
Long's Store					9:15 to 4:30 pm
Horn's Point					9:15 to 4:15 pm

Your Run Course Staff include:

NAME	APPOINTMENT	EMAIL	CELL PHONE
	Local Coordinator		
	IRONMAN Staff		
	IRONMAN Staff		

1. Set Up and Event Schedule

- a. Thursday 8 June: Captain's Meeting, Sailwinds Park, 6:30 pm. ALL captains are asked to be there.
- b. Race week" IRONMAN staff will mark the run course including the aid stations.
- c. Race week: IRONMAN staff will liaise with Station Captains to meet a representative on-site before race day.
- d. Saturday 10<sup>th</sup> June: A representative from each station is asked to visit the event warehouse to check the inventory on the station rental truck. To be coordinated with IRONMAN staff. If possible, that representative will take the truck that night and return it post-race.
- e. Sunday 11<sup>th</sup> June:
  - (1) Trucks positioned at stations by 8:00 am latest.
  - (2) Stations established according to times shown above. Please use caution while you are setting up. There will still be cyclists heading out on the course while you set-up.
  - (3) IRONMAN staff will inform stations as the course "thins" when they start to break down. Do not leave stations unattended while runners are still on course.
  - (4) Please collect and bag all trash. We depend on our volunteers to set the highest standards and avoid post-race complaints.

## 2. Station Conduct

- a. Station Layout
  - (1) All stations should be "double-sided" as shown in the diagram below. IRONMAN staff will mark where each table is placed.
  - (2) Stations will serve the following this year:
    - Water (1/2 cup only) either from 1 gallon jugs or hose if available
    - Gatorade - mixed and served according to the instructions below
    - Cola -  $\frac{1}{2}$  cup only and in plain cups (not Gatorade!)
    - Red Bull - (the endurance drink on the diagram) - instructions to follow
    - Food - including chips, bananas, gels and bars
    - Sponges - selected stations
- b. Ice
  - (1) There will be 2 ice boxes at each station - we are trying to avoid having to send a truck on to the course to replenish this year
  - (2) You will be given zip lock bags for ice to be put in coolers and the "baby pools" for sponges.
- c. Porta-Pots
  - (1) There will be 3 - 4 units close to each station.
  - (2) You will also be given additional toilet paper if needed

## T-Shirts

Volunteer shirts will be available at Sailwinds Park to be collected by team captains as follows:

Thursday evening 5 - 7 pm (Captains meeting)

All day Friday & Saturday

## Parking and Station Set Up

Your station captain will tell you where you should park on race morning.

During station set-up, be aware that there will still be bikes on the course heading out. Do not impede them, be careful as you set up the station.

### **Hand-off Instructions:**

- When handing the food / drink to the athletes, volunteers should run along with the racer **yelling the contents**. Volunteers should hold the cups from the bottom to give the athletes a better chance at grabbing it.
- Very Important: Do not run to the middle of the road to the athlete, run along the edge of the road, and *let the athlete come to you*. This allows the racers not receiving aid to pass the racers that slow to receive aid. Volunteers should line up and cycle through from front to back in a circular motion to avoid bumping in to each other. When handing off to runners, run alongside to prevent them from having to stop. If you are standing still they will knock the cup out of your hand
- Very Important: Do not hand anything to an athlete on the other side of the road. It is a safety issue for both the volunteers and athletes.
- There should be min 50 people per aid station per shift: 30 handing off to runners, 16 stocking tables & 4 garbage pickers. We encourage you to have fun—dress up and enjoy yourself. A truck will follow the last athlete—please *clean up your aid station*
- It is important to have all stations consistent in all aspects of layout, supplies, spacing of tables etc. Athletes will receive the diagram in their race kit which has a map of all stations; it will include any other pertinent information.

### **Garbage plan**

- It is very important that we keep the community clean. Please make sure your aid station is completely clean of all trash prior to leaving. No trash is too small to pick up!
- Each aid station is responsible for the ½ mile before their station and the 1 mile after. Throughout the day, designate a group of 2-4 volunteers to walk these areas and cleanup any IRONMAN trash.
- You will have a large dumpster located at your aid station. All trash will be bagged and placed in this dumpster. If you notice any IRONMAN trash on the course when driving back to the warehouse, please help with cleanup.

*When the aid station shuts down, gather all of the remaining Gatorade and supplies (unopened and unbroken seals only) and load on truck. These materials will be used for future events.*

### **Parking for Run Aid Stations:**

Instructions for parking should be included in each manual. Most parking for all run aid stations will be near the aid station itself others may have a small walk.

**Please Car Pool, parking will be limited in all areas**

# Double-Sided Run Course Aid Station

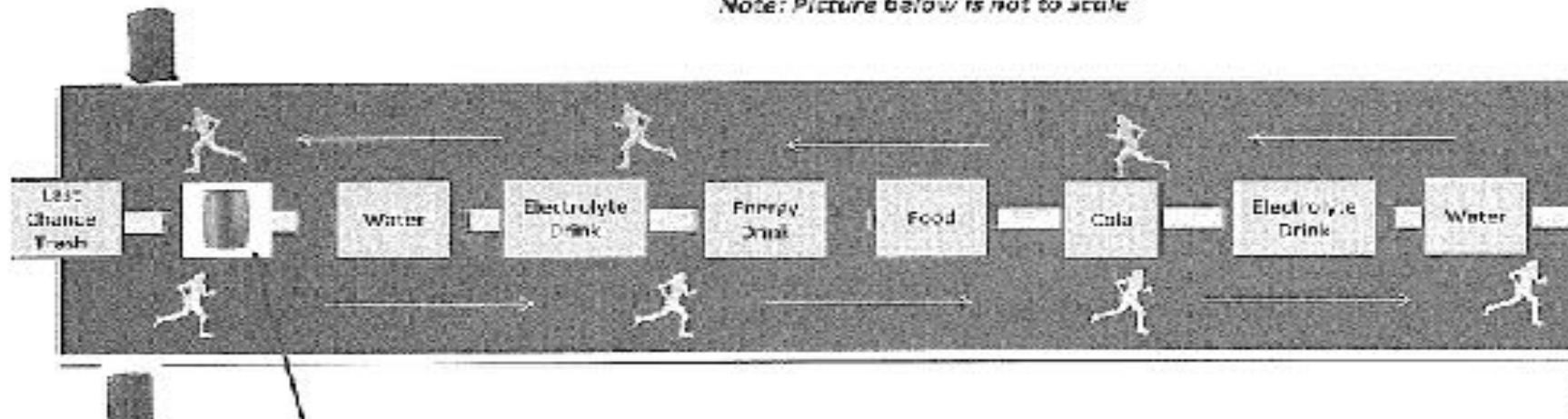
Run aid stations should be located in a location with:

1. Ample parking for volunteers
2. A location where a large truck/container can be parked and unloaded
3. Aid station should be located on a flat section of the road or a very small incline
4. Aid station should be in the line of sight of the athlete; don't place it just after a turn in the road
5. Aid Station location should have a large shoulder area where the volunteers can set up and work and be out of harm's way of traffic

## Run Aid Station Set-up

1. **Order of product:** water, electrolyte drink, energy drink, food, cola, electrolyte drink, water
2. If you have sponges, these should be offered at the end of the aid station just after the water
3. All tables are a minimum of 30 feet or approximately 10 meters apart
4. Last chance trash should be another 30 feet or approximately 10 meters after the toilets

*Note: Picture below is not to scale*



# Single-Sided Run Course Aid Stations

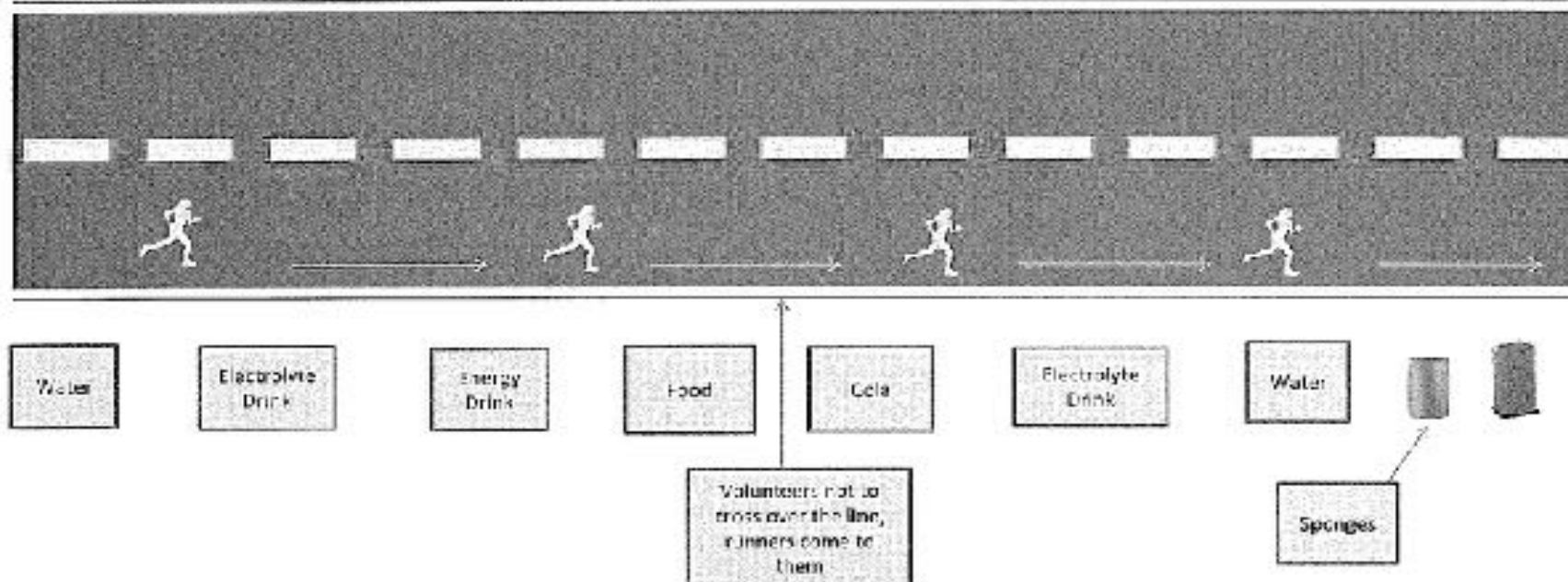
Run aid stations should be located in an area with:

1. Ample parking for volunteers
2. A location where a large truck/container can be parked and unloaded
3. Aid station should be located on a flat section of the road or a very small incline
4. Aid station should be in the line of sight of the athlete; don't place it just after a turn in the road
5. Aid station location should have a large shoulder area where the volunteers can set up and work and be out of harms way of traffic

Run Aid Station Set-up

1. Order of product: water, electrolyte drink, energy drink, food, cola, electrolyte drink, water,
2. If you have sponges, it is suggested that these are offered at the end of the aid station just after the second water table
3. All tables are a **minimum of 30 feet or approximately 10 meters** apart
4. Last chance trash should be another 30 feet or approximately 10 meters after the toilets

*Note: Picture below is not to scale*



# Aid Station Set-up: Run Course



## What You'll Get:

- Endurance Formula Concentrate (Lemon-Lime)
- Water (to mix into concentrate)
- 7oz Cups
- 7gal Coolers
- Mixing Wands
- 8ft adhesive Table Skirts



## What to Do:

- Mix 1 jug of concentrate with 5 gallons of water
- Pour finished product into 7oz G Endurance cups
- Adhere table skirts to each table serving Endurance Formula

*\*Note: Only serve Endurance Formula out of Gatorade Endurance cups*

