



## MANITOBA MARATHON

### COURSE MARSHAL

### VOLUNTEER GUIDE

First and foremost, we would like to **thank you** for volunteering your time as a course marshal for the 2020 Manitoba Marathon. Course marshals are the backbone of providing a safe run for participants on race day. We are grateful that you have chosen to volunteer and we hope you find it to be a valuable experience. This guide provides information specific to the position of Course Marshal. For the full Manitoba Marathon Volunteer guide, please **visit our website**.

### WHAT YOU SHOULD WEAR

When you pick up your Course Marshal kit (on Saturday, June 13 between 11:00 AM and 1:00 PM) you will receive a volunteer T-shirt, a visibility vest and a stop sign (if required for your location). The Manitoba Marathon goes on rain or shine so in addition to these essentials, please be prepared by dressing in layers and wearing comfortable shoes. The morning can start out cool and heat up fairly quickly.

### WHAT YOU SHOULD BRING

Please bring the supplies that you were given at kit pickup. In addition, these are a few recommendations to make your morning more enjoyable:

- Hat and sunscreen
- Noisemakers, signs and any other items that you can think of that will keep runners motivated and smiling
- Lawn or camping chair: some sections of the course have longer shifts so being able to sit during lulls in runner traffic is helpful
- A snack will be provided at kit pickup; however, it is a good idea to bring a few extra snacks and a water bottle to keep you going throughout the morning



## WHAT TO DO AT THE START OF YOUR SHIFT

Know your assigned time and location and plan to arrive 15-20 minutes in advance of the first scheduled runners. Keep in mind any race day road closures (refer to the Manitoba Marathon website to plan your best route) and plan adequate time to arrive at your location. Go directly to your specified location: there will not be a supervisor or staff there to meet you upon arrival, however a Course Coordinator will check in with you during your shift.

## DURING THE RACE

- Because some of our participants are not familiar with the race course it is important to provide direction. Course Marshals are also our primary cheerleaders and motivators and are a big factor in helping our runners enjoy their day and reach their goals. Have fun!
- Safety vests are to be worn outside of clothing including jackets by course marshals at all times – your safety is our priority
- Stop signs will assist you in ensuring that vehicles only proceed through the intersection when there is a break in runner traffic and it is safe to do so
- Course Marshals must state firm, loud, simple instructions to direct the runners (“Stay to the Left” or “Turn Here”) while indicating with an arm movement; it is important to be direct, vocal and visible
- Course Marshals are also responsible for indicating to the general public when it is safe for them to cross the road so as not to impede the progress or safety of the participants
- Only official cyclists and official vehicles are permitted to be on the course: both should display Manitoba Marathon ID at all times to be easily identified
- **If you at any time encounter physical resistance from public immediately contact the Communications Centre at 204-272-1650 and await instructions.** The Communications Centre will determine if the Police should be contacted and will assist you with the situation

If you happen to notice that a runner is in distress or confused, please contact our Communications Centre at 204-272-1650: **Do NOT dial 911 as our Communications Centre works directly with Winnipeg EMS to ensure that our runners are medically supported.** Stay calm, remain with the participant. If you are certified in First Aid or CPR, proceed according to your level of training.

## WHAT TO DO AT THE END OF YOUR SHIFT

The Marathon closes at a pace of 14 minutes per mile (see neighbourhood schedule provided at kit pickup for timings) and your shift is complete with the passing of the Course Closing vehicle. It is important that volunteers remain in their position until the Course Closing vehicle arrives to officially close the course. The vehicle driver will collect your stop sign and visibility vest when they arrive.



Course Marshals may be asked to help move cones or barricades at the end of their shift if they are physically able.

### **AFTER THE EVENT**

After the Marathon, you will receive an email with a link to a volunteer survey. Any feedback you can provide us about your experience or course operations in general (including feedback on any traffic issues you encountered) are greatly appreciated as they help us improve for next year. Thank you again for all of your hard work in making the Manitoba Marathon a success!

**If you have any questions about your volunteer duties in advance of race day, please contact Programs Coordinator Kirsten Parker at [programs@manitobamarathon.mb.ca](mailto:programs@manitobamarathon.mb.ca)**