



**MANITOBA**  
*Marathon*



2023 MANITOBA MARATHON

**Fit Expo Volunteer Guide**  
Friday, June 16 to Saturday, June 17, 2023



**ATHLETICS  
ATHLÉTISME  
CANADA**

**MANITOBA**  
*Marathon*

is the site for the  
2023 Canadian  
National Half  
Marathon  
Championships

**Contents**

- Fit Expo Location..... 3
- Shift Times ..... 3
- Job Location Layout ..... 3
- Job Descriptions ..... 3
  - Bib Number Lookup..... 3
  - Merchandise Assistant ..... 3
  - Bib Packet Pickup ..... 3
  - NEW: Race Corrals..... 4
- Breaks and Washrooms..... 4
- Frequently Asked Questions ..... 5

## Fit Expo Location

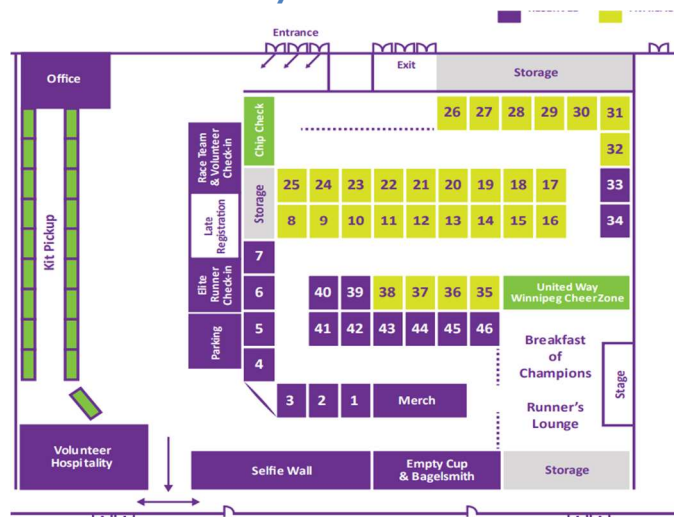
Investors Group Athletic Centre, 75 Sidney Smith, University of Manitoba

## Shift Times

Below is a list of all four available shifts; you may have signed up for one or more:

Friday, June 16	10:45 AM – 3:00 PM
Friday, June 16	3:00 – 7:00 PM
Saturday, June 17	8:45 AM – 1:00 PM
Saturday, June 17	1:00 – 5:00 PM

## Job Location Layout



## Job Descriptions

### Bib Number Lookup

Located just south of the entrance, there will be QR codes posted for participants who have not brought their bib number to the expo. Volunteers will assist by directing runners to the QR codes provided to look up their names and find their bib numbers. As the volunteers located closest to the entrance, you may also be asked other general questions, so please review the FAQs.

### Merchandise Assistant

These volunteers will assist with sales in the Manitoba Marathon merchandise area. Duties will involve assisting in monitoring the booth space, keeping merchandise organized and stocked and assisting Manitoba Marathon staff in preparing sales for processing. No handling of cash or working with debit/credit machines is required.

### Bib Packet Pickup

For most participants, Bib Packet Pickup volunteers are their first contact with Manitoba Marathon. Your friendliness, patience and ability to provide information are important to creating a great first impression. As 30% of our participants are from outside of Winnipeg, you are also an ambassador for the city and province.

Bib pickup provides participants with their numbered bib, a gear check bag, a handbook and a shirt (where applicable).

Once you have checked in at the Volunteer booth, you will be directed to the Pickup Coordinator. Volunteers will be divided into sections for the Johnston Group Relay, Goodlife Fitness 10K, Intrepid DeZine Half Marathon, Aquatech 50K and Manitoba Liquor & Lotteries Full Marathon.

Pickup for each of the events consists of the following:

Johnston Group Relay	<ul style="list-style-type: none"> <li>- Envelope with team relay bib, relay belt and five individual team member bibs</li> <li>- Five gear check bags</li> <li>- Five participant handbooks</li> <li>- Safety pins for bibs</li> </ul>
Goodlife Fitness 10KM, Aquatech 50KM, Asics RunKeeper Half Marathon <b>OR</b> Manitoba Liquor & Lotteries Full Marathon	<ul style="list-style-type: none"> <li>- Bib with safety pins</li> <li>- T-shirt (participant size noted on the bib information)</li> <li>- Participant handbook</li> <li>- Gear check bag</li> </ul>
5KM Super Run	<ul style="list-style-type: none"> <li>- Bib with safety pins</li> <li>- Participant handbook</li> <li>- Gear check bag</li> </ul>

### NEW: Race Corrals

This year, we are bringing back the colour-coded race corrals. To control runner flow and minimize confusion at the start line, participants for the Full Marathon, Half Marathon, and 10K events were asked to choose a start corral based on their estimated finish time. The 5KM Super Run and Johnston Group Relay will not change.

**If a runner tells you that they need to change corrals, the following action is needed:**

<b>If the move is to a slower corral</b> (they think they will take longer to finish than originally anticipated)	No change is needed; please let them know that they can choose a slower corral on race day.
<b>If the move is to a faster corral</b> (they think they will take less time to finish than originally anticipated)	They will require a new sticker to replace the colour corral currently marked on their bib. Please send them to the CJOB Info Desk for a new sticker. <u>If they do not change their sticker, they will not be admitted to the faster corral on race morning</u> so this is important. <b>***Only invited elite athletes may enter the black corral***</b>

### Breaks and Washrooms

Manitoba Marathon staff and Team Leads will let you know when you can take breaks. The volunteer hospitality area is right behind Bib Lookup and has plenty of seating space for staggered breaks. Beverages and snacks will be available, and light

refreshments around meal times. If you have specific dietary requirements or know you will need more substantial food, please plan to bring it with you. Washrooms are behind the curtained partition on the south side of the gym (in the athlete locker room area). There are water fountains available to refill a water bottle.

## Frequently Asked Questions

Many of our participants may be excited and nervous about their race, so they will often have many questions. Your ability to answer them will greatly impact their experience on race day.

### **What are the hours of operation for the Fit Expo?**

Friday, June 16 from 11 a.m. to 7 p.m. and Saturday, June 17 from 9 a.m. to 5 p.m.

### **Where are the restrooms?**

Restrooms are located behind the curtains on the south wall in the Athlete locker room area.

### **Can I exchange my shirt for a different size?**

To minimize the number of shirt exchanges required, all events had shirt measurements listed in the registration process, so runners were responsible to choose the size that was suitable in advance. However, a few shirts will be available for shirt exchange at the Fit Expo in the form of a "take a shirt, leave a shirt" bin. The shirts are ordered very early in the year and what is at the expo is all of the inventory. **We do not order additional shirts post race.**

### **I need to change my corral colour. Do I need to do anything?**

Please see the *Race Corrals* section under *Bib Packet Pickup*. If the participant plans to be faster than the corral they registered for, they will require a new sticker for their bib.

### **I ordered a parking pass for race day – where do I pick it up?**

Parking Passes will be available at the late registration/info table.

### **I need to change my registration to a different event. How do I do that?**

Direct the participant to the Late Registration booth next to the Volunteer Check-in. Race Roster staff will be available to complete the event change as long as space is still available.

### **How can I transfer my bib to another runner?**

Direct the participant to the Late Registration booth next to the Volunteer Check-in. Race Roster staff will be available to complete the transfer. Please note that we cannot change the shirt size of the original participant as stock does not allow. They are welcome to try to exchange it in the *take a shirt, leave a shirt* bin.

### **Where is Chip Check?**

Sportstats Chip Check station is located just before the exit of the Fit Expo.

Other questions? If you have any other questions about your volunteer role or the race in general before race weekend, please get in touch with the Volunteer Coordinator at [volunteer@manitobamarathon.mb.ca](mailto:volunteer@manitobamarathon.mb.ca).