



## 2018 REXALL ONE WALK TO CONQUER CANCER

Saturday September 8<sup>th</sup> 2018

### Volunteer Teams

#### Advance Teams (Before the Event)

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**Office Volunteers:** Help with packet preparation, mailings, phone calls, distributing materials, copies, etc. Shift times vary upon project needs and volunteer availability.

**Notifying the route:** A few weeks before the event volunteers armed with flyers hit the streets to notify homes and businesses along the route of our event. The aim is to inform, educate and garner support for the walk. Get out there, and take advantage of the weather and get a sneak peek at the official route!

**Set-Up Team:** Assists with setting up the Opening Ceremony site on the Friday before the event. Set up will start at 8pm.

#### On Event Teams - Saturday September 8th 2018

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**Packet Distribution Team:** Assisting the Walkers with finding their registration packets at Packet pick-up and directs them forward.

**Donations Processing Team:** Assists the Walkers who have not completed Online Check-In

including providing them with an opportunity to turn in additional donations, ensuring their fundraising minimum is met, providing their packet of information and informing them of what to do with their Credential. Donations training in advance will be arranged.

**Ceremonies Team:** This is an opportunity to work at our Start and Finish sites helping with setup and teardown. Setting up various activations, manning and cheering on our walkers are all part of the job! You can choose from either being part of our Welcome Team and our Event Flow Team as per below:

**Welcome Team:** *Cheer and welcome our walkers as they enter the site, help answer questions and direct participants, to their next station. Shifts starting at 6am, 12pm and 3pm.*

**Event Flow Team:** *The event flow team is set up at various "busy" locations at the opening rally in order to keep people moving and avoid crowding. Shifts starting at 6am, 12pm and 3pm.*

**Gear Drop Off:** Assists Participants with getting their Gear to the holding area.

**Volunteer Check-In Team:** Check Volunteers in for their shifts upon arrival, assist with directing them to where they should go based on their position and checks them out upon their departure. Also maintains the atmosphere of the Volunteer lounge.

**Promo Team:** Hand out various swag items to our registered participants!

**Strike Team** – assists packing up the Opening Rally site and transitioning it to the Finish Site

## **YOUR NEXT STEPS**

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1. Call your Volunteer Coach at 1-877- 699 -2453 for clarification or more detail on any team.
2. Complete and return your assignment form OR email your choices to [ontariowalkcrew@conquercancer.ca](mailto:ontariowalkcrew@conquercancer.ca)