

Cycle Queensland – 9 day cycling paradise

As a volunteer it is your aim to be helpful and friendly to the riders and other volunteers and to work efficiently with your team to contribute to the success of the ride. BQ will work with you to ensure your own goals are fulfilled and that your volunteering is rewarding.

Set-out & Access Team - Job Description

Team Role:

- To ensure that campsite facilities and services are available and that the campsite is set up in an organised manner.
- To coordinate and control access to the campsites by official vehicles, participants and other approved visitors.
- To ensure the campsite is left free of rubbish and event property after the camp has broken.

Areas of operation:

Campsite

Sun exposure: Medium to High

General hours of operation:

From: 7am *To:* 9pm including transport to next site

Busiest time: 7am to 12noon laying out the advance campsite and then organising and directing the incoming vehicles so that campsite set up proceeds efficiently.

Rest day: No set-up but roster duties on campsite access points to monitor participant and vehicle access.

Note: you do not need to work all of these hours, your team leader will roster as needed.

Equipment supplied to you (must be returned at end of ride):

Nil

Key things to note:

- Each riding day some of the team will need to go ahead early to the next campsite to lay out the site ready for the arrival of the event crew.
- When vehicles arrive at the next site, it will get very busy. If you are on the gate directing traffic, keep your cool and give clear directions. Some campsites will have limited space so we have to get it right first off.
- When you are on campsite access, you are not a security guard, but there to educate participants about our security measures. Keep a smile on your face and be courteous.
- Registered security guards perform a full security service from 9pm to 6am each night.
- Each day some of the team remain at the campsite we're leaving to ensure it is left in good condition; that all rubbish is cleared and no property is left behind – known as 'Site Close Coordinator'. We pride ourselves on leaving all sites clean and in good order.

Transport between towns:

Some team members in vehicles controlled by the team and others will travel by bus.

Meals:

Breakfast (served 6 to 7.30am): depending on your role for that day you may need to eat early before leaving or manning a gate.

Lunch: when fits into the roster.

Dinner (served 6 to 7pm): most likely that you can eat during normal time. The roster will be worked out to allow this.

A reminder that the event is a dynamic environment. Not all tasks and issues can be foreseen. If the situation requires, you and your team may be required to perform extra tasks, possibly at different times to your normal hours. You may also be relocated to another team.