



Cardiff University / Cardiff Half Marathon

Start/Finish Steward Support

The Event

The annual Cardiff Half Marathon is the second largest half marathon in the UK. In 2019, 27,500 runners took part on Sunday 6th October. The 13.1 mile route will take runners past Cardiff's most iconic landmarks and scenery. It will be an incredible event!

What to bring/ On Arrival:

- When you arrive, please report to the **Volunteer Hub**, to sign in and be issued your volunteer T-shirt, bag and event accreditation.
- Once you have collected your volunteer t-shirt, bag and event accreditation please remain/or return to the Volunteer Hub for your briefing at **07.45**.
- Please come appropriately dressed for the weather, you will be outside for a number of hours. We would recommend wearing layers and where at all possible **PLEASE** wear plain trousers/jeans and comfortable shoes.
- We will be providing you with an exclusive volunteer drawstring bag that we ask you wear/keep your personal belongings in whilst volunteering. Please bring only essential personal belongings (everything you need including food and drinks will be provided).
- **PLEASE NOTE:** Your volunteer T-shirt and accreditation must be visible at all times. Please wear your volunteer T-shirt over any other clothing at all times.
- You will have full access to the Volunteer hub where you will be able to grab some lunch, drinks and a break. There is no need to bring any extra food unless you wish to do so.
- You will be very busy on the day but everything you need to undertake your role will be waiting for you, you just need to turn up with lots of energy and enthusiasm!

Start/Finish Support

You will be undertaking a vital role in managing and supporting runners in and around the start and finish areas. With 27,500 runners taking part, we are relying on you to help ensure that runners make it to the start line from around the city and get quickly and safely into their correct starting pen. Once across the start line and having completed the course, you will be needed to support the wider finish area, helping to ensure the safety of runners and spectators.

The atmosphere will be electric as nervous runners prepare to tackle and complete this iconic 13.1 miles course with the world watching!

This role is very fluid on the day and we need you to be flexible, moving between different tasks and areas of the start and finish as and when required.

On event morning you will be split into teams to support the different zones of the start/finish area and introduced to your supervisor. There will be a large group briefing and then your supervisor will go through any specific tasks for the area you will be supporting. Once all runners have crossed the start line you may be needed to help assist with the clear up of the start line area before heading back to the volunteer hub to grab some food, drink and a break. You will then be redeployed to support the running of areas around the finish. Some of the tasks involved in your role are;

- To guide runners to the race start from different areas in the city centre
- Guide runners to and man entry points into coloured starting pens
- Ensure all barriers are in the correct position as directed by supervisors
- Direct spectators around the start/finish areas
- To encourage runners to make space in the pen to allow other runners to enter
- To discourage spectators from entering pens
- Help move starting pens forward to the start line
- Help clear up the start line of left clothing so that the roads can reopen quickly
- Encourage runners to keep moving through the finish area
- Hand out finishers items (medals, water etc) quickly and efficiently to all runners
- Aid runners in need of assistance, seeking medical support where necessary (St Johns will be on site)
- Congratulate runners – they deserve it!
- Tidy up the start and finish areas once all the runners are through (Many hands make light work!)
- Other duties as required by supervisors

Timings:

07.00 – 07.45– Please arrive at the Volunteer Hub anytime between this time to sign in and obtain your volunteer uniform, bag and event accreditation (this will only take a few minutes), before making your way to the Finish area for your briefing.

07.45 – Start / Finish Steward Support briefing and setup

09:15 – Start Pens Open (White/Green/Red)

09:35 – Start Pens Open (Blue/Yellow)

09:50 – Wheelchair race starts

10:00 – Main Race Start

10.00 – 11.00 (Break time - as directed by supervisors)

10.42 – First wheelchair athlete to cross the finish line (approx.)

10.59 - First Runner to cross the finish line (approx.)

11.20 – 13.30 – Peak finish time

14.00 – 14.50 - As the number of participants finishing reduces and your area is clean and tidy, your supervisor will be able to start sending you home, provided there is enough resources left in the area.

14.50 – (approximately) Last runner & Back Markers expected