

# Volunteer Position Description



<p><b>Key Area: Finish Location</b></p> <p><b>Position Title: Finish Operations Assistant</b></p>	
<b>Nature of Role</b>	Bupa Challenge Tour Volunteer
<b>Reports to</b>	<ol style="list-style-type: none"> <li>1. Operations Manager – Finish</li> <li>2. Site Coordinator – Finish</li> <li>3. Bupa Challenge Tour Staff</li> </ol>
<b>Position Summary</b>	
<b>Brief Description</b>	Under direction of the Operations Manager and Site Coordinator, Finish Operation Assistants will provide a fresh pair of arms for the pack down of the finish site.
<b>Key Responsibilities</b>	<ul style="list-style-type: none"> <li>• Pack-down of signage and crowd control fencing</li> <li>• Pack-down of small infrastructure such as tables, chairs, umbrellas</li> <li>• Pack-down of hydration station</li> <li>• General tidy of the site</li> <li>• Assist with human traffic flow departing the site</li> <li>• Responding to public and participant enquiries</li> </ul>
<b>Associated Tasks</b>	<p>All Bupa Challenge Tour volunteers may be requested by their supervisor to assist in other areas of the Bupa Challenge Tour at any time throughout their shift.</p> <p>All Bupa Challenge Tour volunteers are responsible for reporting incidents and potential hazards to their Supervisor or Bupa Challenge Tour staff.</p>
<b>Further Information</b>	Successful volunteers will be sent further information providing their roster, uniform and briefing session at a later date.