



The Fred
Hollows
Foundation



SYDNEY HARBOUR HIKE

VOLUNTEER BRIEFING

Saturday October 15, 2022



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Foundation



EVENT OVERVIEW

- The Sydney Harbour Hike is a 34km hike along the Sydney Harbour Foreshore by The Fred Hollows Foundations to raise funds to help restore sight
- Participants can choose between **two courses** utilising the Bondi to Manly walking track, **starting at either Bondi or Manly Beach** and finishing at **Bradfield Park Central alongside the Harbour Bridge**.
- **Start from 7am and finish closes at 7pm.**



AIM OF BRIEFING SESSION

- Provide you with **knowledge** to fulfill your role confidently
- Understand **the importance of your role** and how it contributes to the success of the event
- Provide a chance to get to virtually **meet the team** including fellow volunteers
- Understand **where you fit** in the team
- Develop a **unified and cohesive** Volunteer Team, which will enhance the experience for the participants and showcase the importance of volunteers to the community
- To be part of an exciting event where people achieve great things
- To create an **enjoyable** and **rewarding** experience for you!



STAFF INTRODUCTION

North Course

Event Logistics - Cassia Petridis 0452 272 977

Manly Team Leader - Penny Palmer 0418 814 609

Balmoral Team Leader

Renee Moussa 0403 916 435

South Course

Event Logistics - Fred Taylor 0438 620 801

Bondi Team Leader - Jenny Bell 0416 041 222

Rosebay Team Leader

Daniel Mankarious 0490 830 027

Finish Line Team Leader (morning) - Supipi Jayawardena 0450 679 616

Finish Line Team Leader (afternoon) - Ryan Hamilton 0420 988 667

The Fred Hollows Foundation Event Manager – Markus Schar 0400 627 587

Event and The Foundation Media Spokesperson - Alison Hill 0407 570 640

Event First Aid - 0421 329 666

Event HQ – 0436 453 308

EVENT OVERVIEW

Start Line: The event will start at 7am in both Manly & Bondi Beach. Last start is at 8am

Finish Line: Both events will finish at Bradfield Park Central in North Sydney by 7pm

Registration Process: All registrants should have registered prior to the day, and about 1/3 will have received their bib in the mail. The reminder of entrants will have to collect their bib at the registration desk at Bondi and Manly prior starting their hike.

Participation Numbers:

We are expecting 500 participants across both courses, equally divided between the two routes.

Event Partners:

We are supported by wonderful food vendors **YouPizza, The Daily Espresso and Gourmet Gozleme** at the finish line in Kirribilli.



EVENT OVERVIEW

Event Partners:

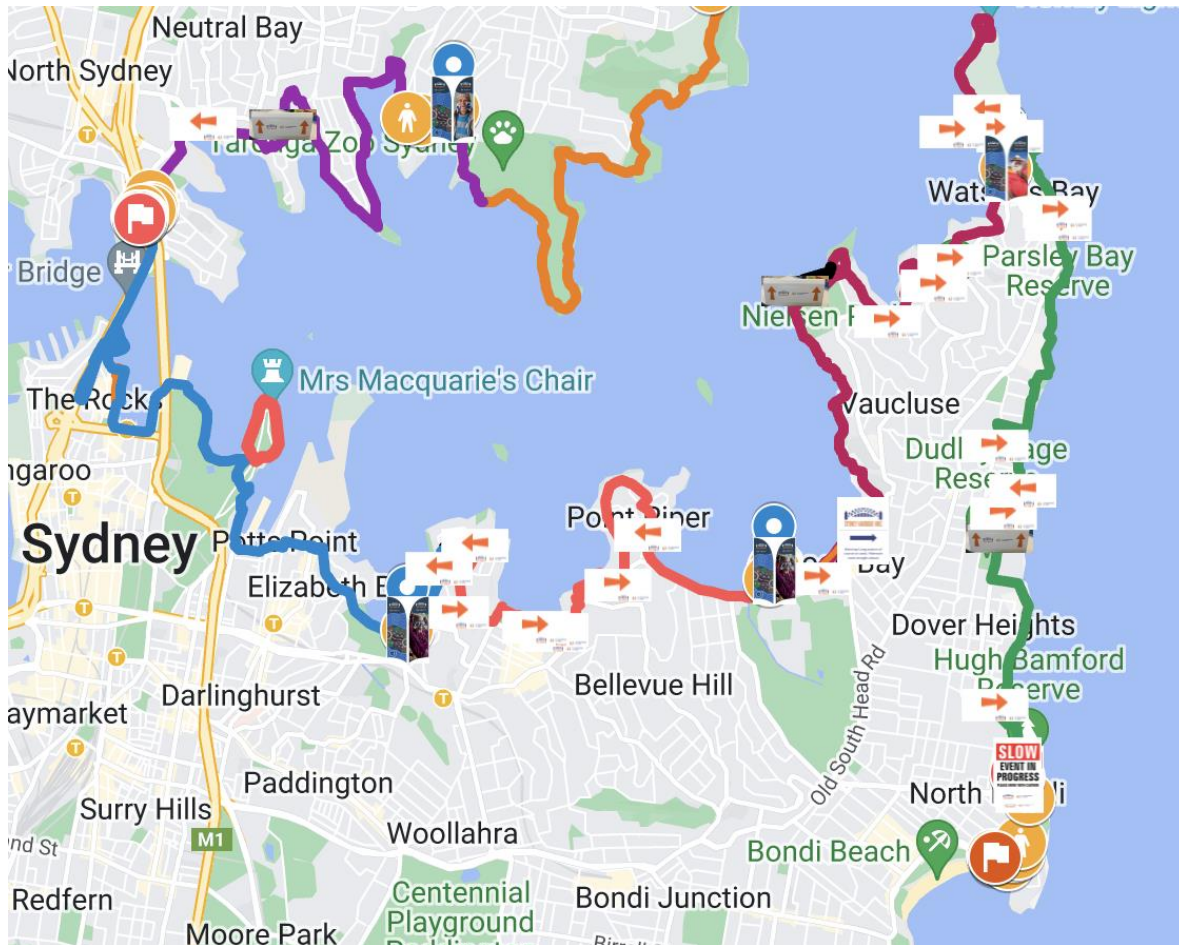
Our incredible event partners Tailwind, Specsavers, Bridge Climb Sydney, Bondi Active, The Happy Snack Company, North Sydney Council, Larsen Jewellery, Coolzy Aircon and Be A Runner

BONDI~ACTIVE

COOLZY
.COM



COURSE - SOUTH

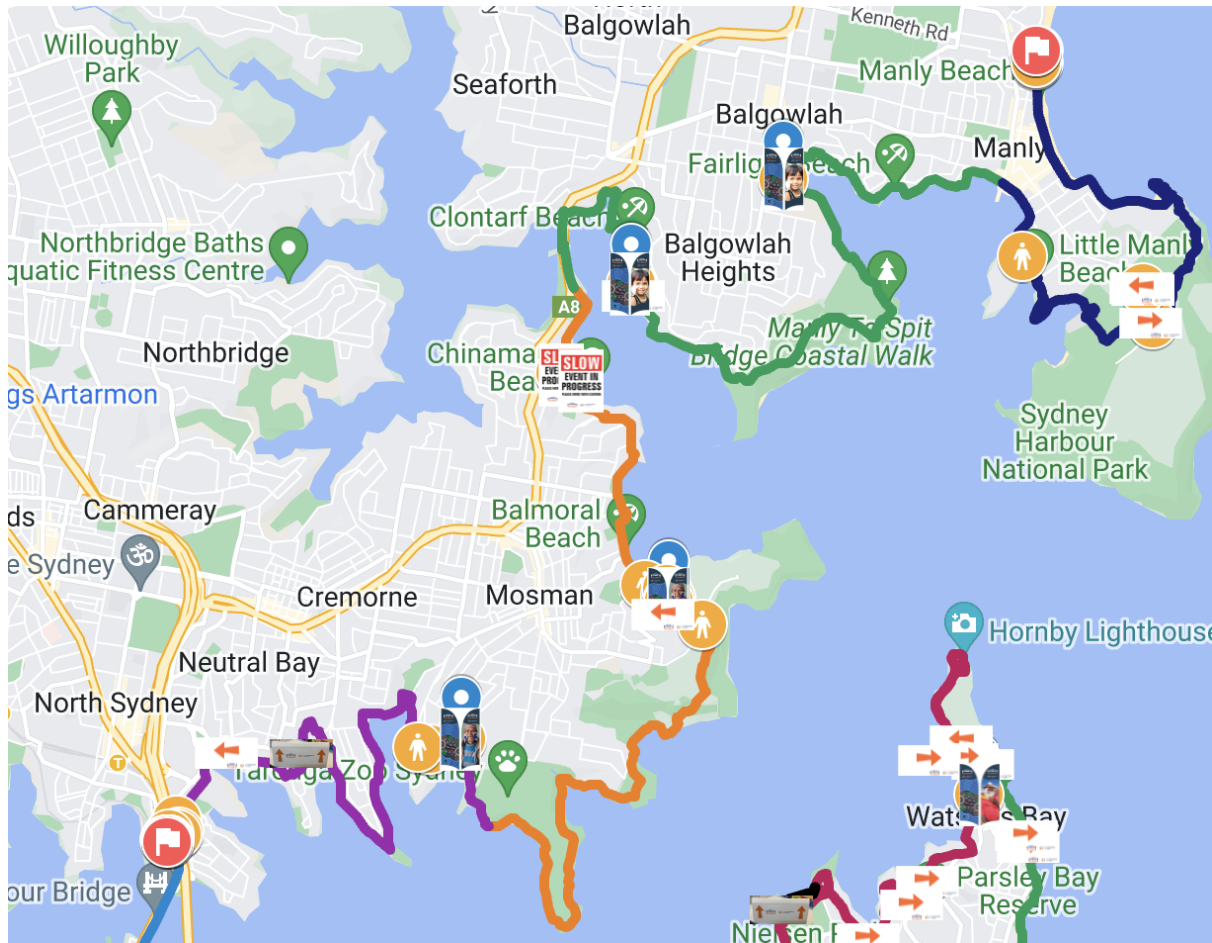


- **Start Line:** North Bondi Surf Life Saving Club
- **Safety Stop:** Robertson Park, Watson's Bay
- **Check Point:** Lyne Park, Rose Bay
- **Safety Stop:** Rushcutters Bay Park
- **Finish:** Bradfield Park Central, North Sydney

Course Map can be viewed on Google Maps here:

https://www.google.com/maps/d/u/0/viewer?mid=1hAAaMf2az29p-Gwf_p2oy8xsauJNm38&ll=-33.86509735335871%2C151.28407295&z=14

COURSE - NORTH



- **Start Line:** North Steyne Surf Life Saving Club, Manly
- **Safety Stop:** North Harbour Reserve, Balgowlah Heights
- **Safety Stop:** Clontarf Reserve
- **Check Point:** Balmoral Scout Hall
- **Safety Stop:** Sirius Cove Reserve, Mosman
- **Finish:** Bradfield Park Central, North Sydney

Course Map can be viewed on Google Maps here:

https://www.google.com/maps/d/u/0/viewer?mid=1hAAaMf2az29p-Gwf_p2oy8xsauJNm38&ll=-33.86509735335871%2C151.28407295&z=14

COVID SAFETY

Key Principles we will observe;

Enhanced Hygiene

- Hand sanitisers
- PPE – gloves and masks available in high touchpoint locations
- Regular cleansing of venues

Education

- Finish area signage
- Pre-event participant and workforce comms
- If you are unwell, please stay at home! But give us a call and let us know

Social Distancing

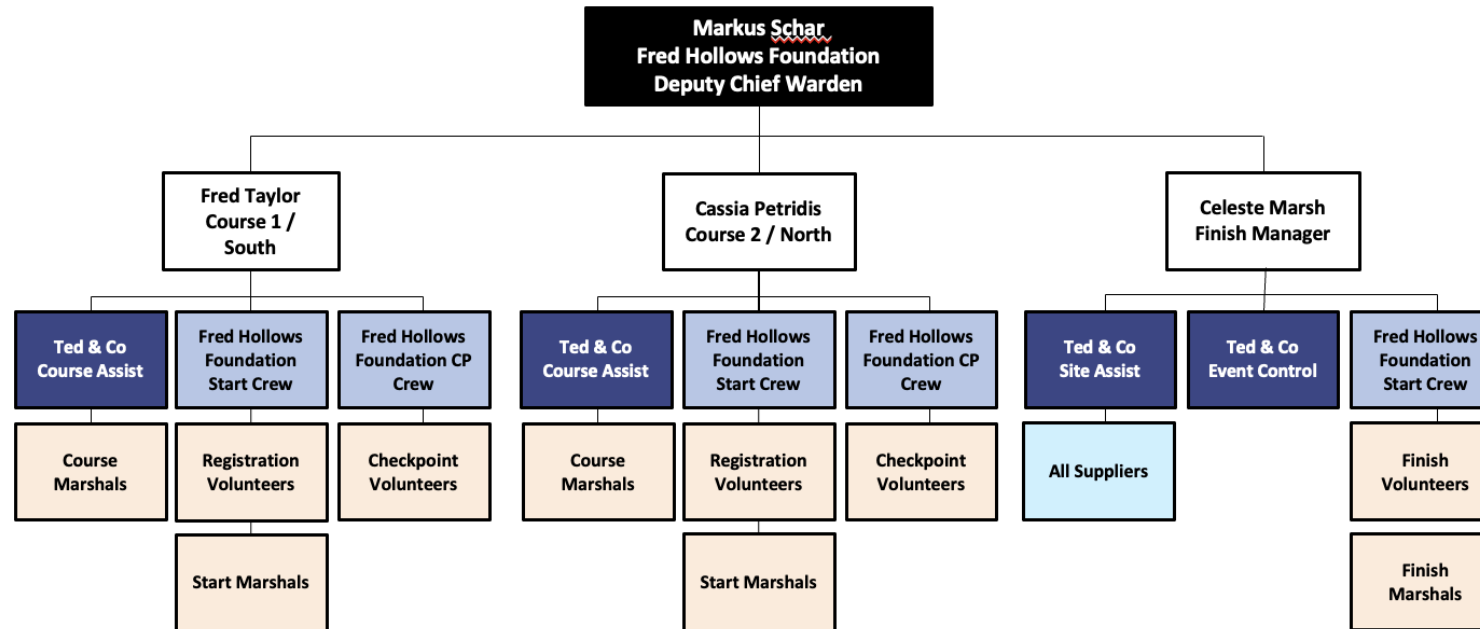
- Participants/spectators encouraged to maintain 1.5m distance where possible



EVENT ORG CHART



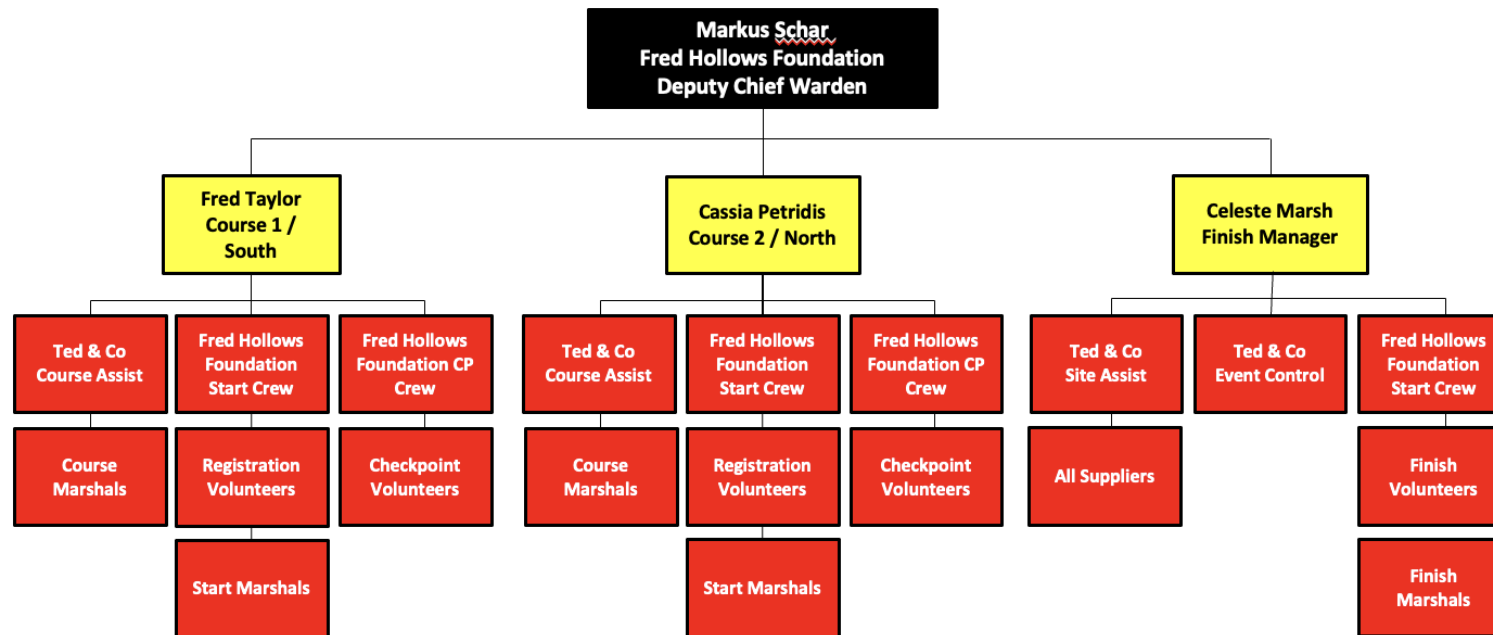
Event Chain of Command



EMERGENCY MANAGEMENT



Event Chain of Command



VOLUNTEER ROLES

Start Area

Registration / Info

Start Marshals

Check Points

Check In / Info

Ezy Charge

Fruit Distribution

Course Marshals

Finish

Medal / Goodie bag Distribution

Ezy Charge

Fruit Distribution

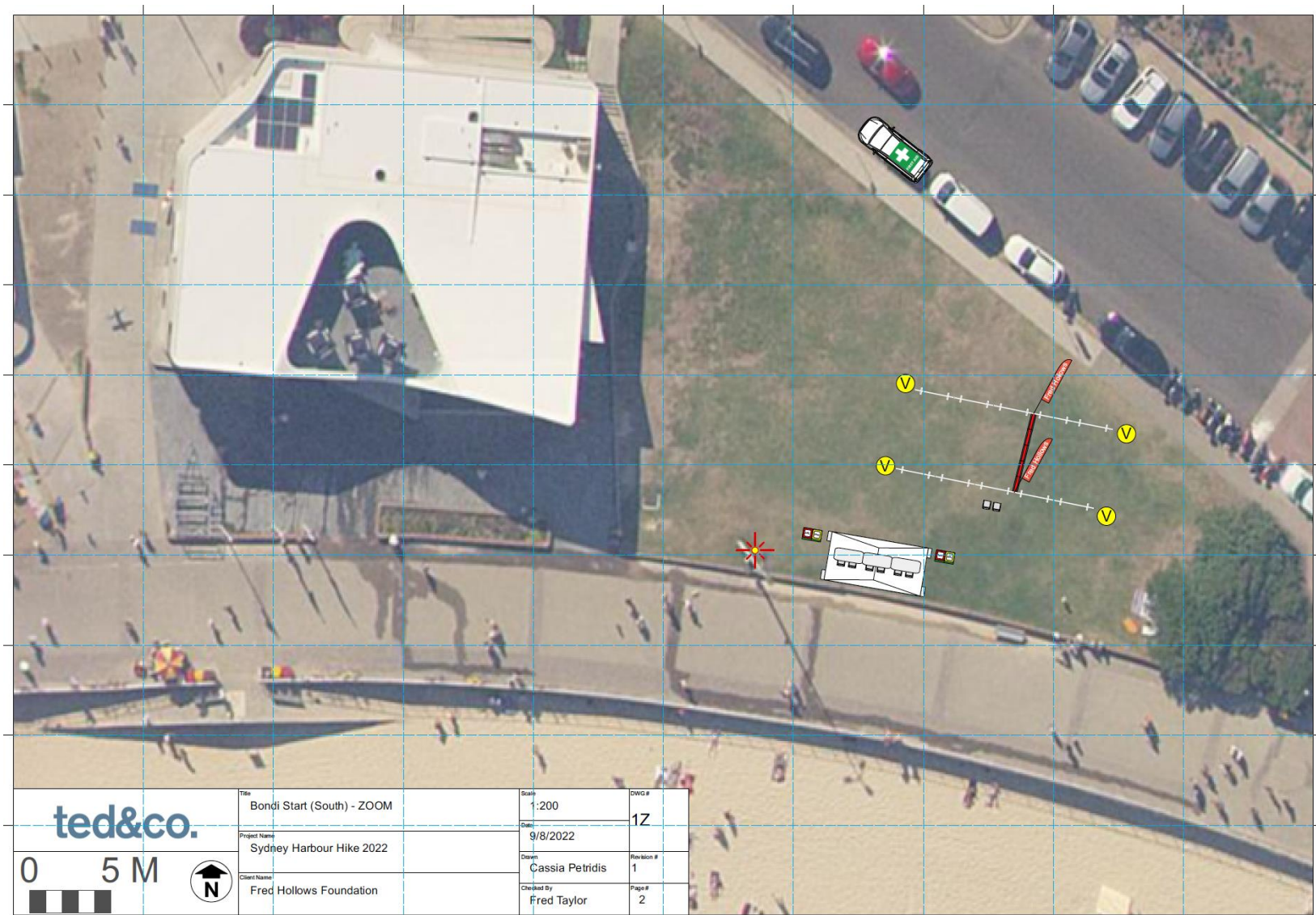
Course Marshals

Course

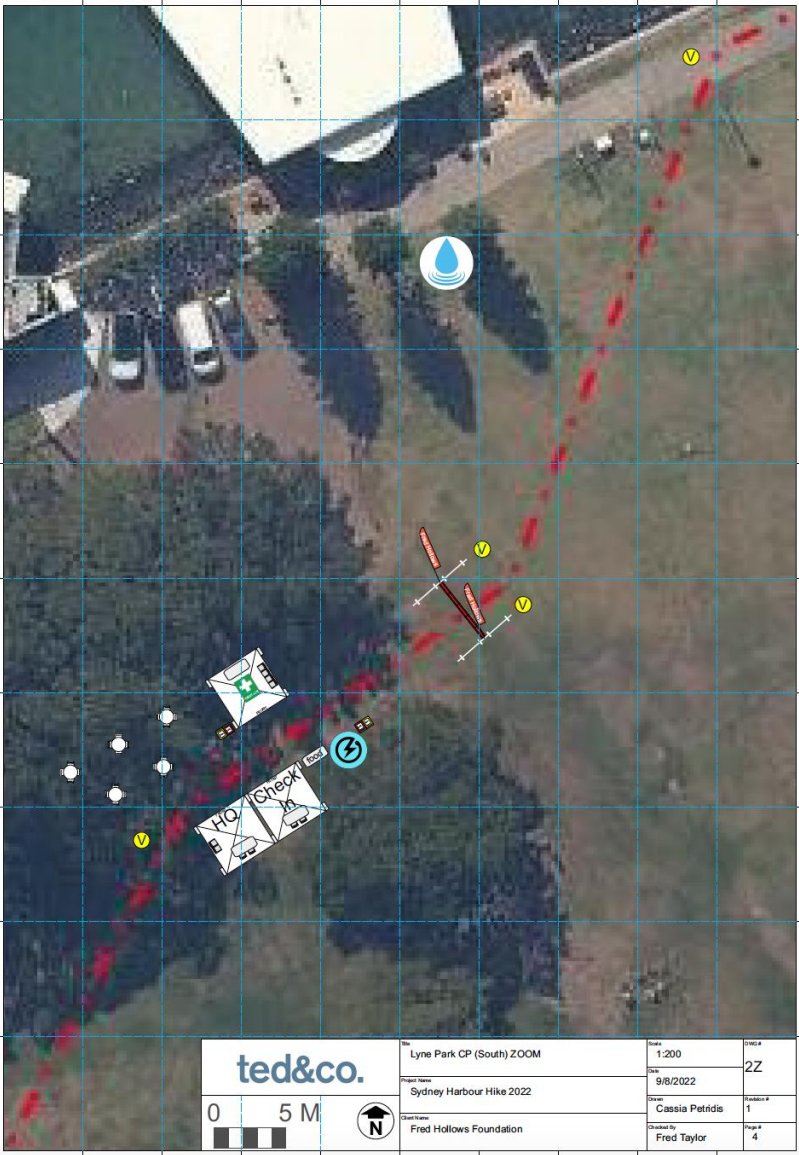
Course Marshals



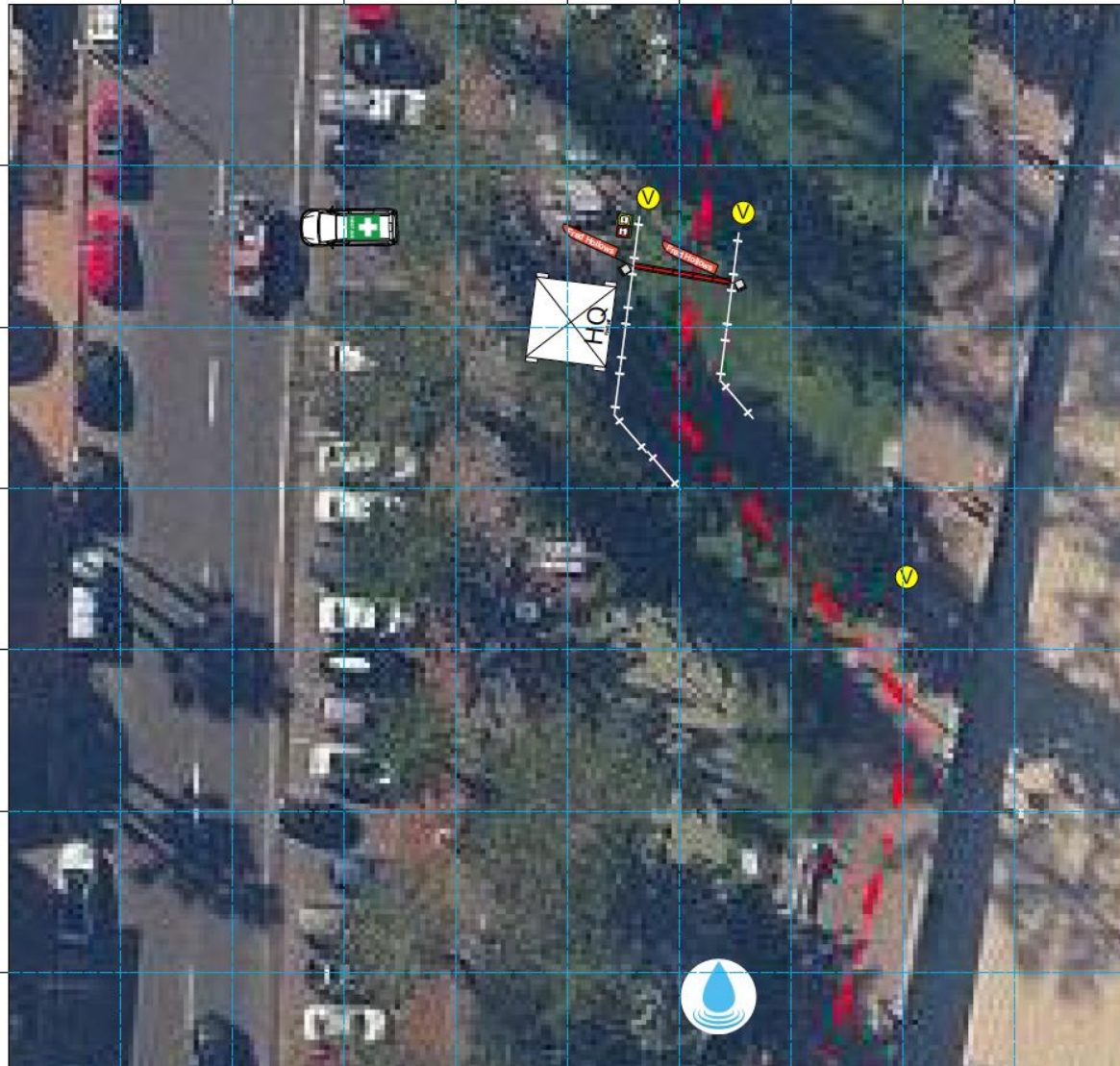
Start - Bondi



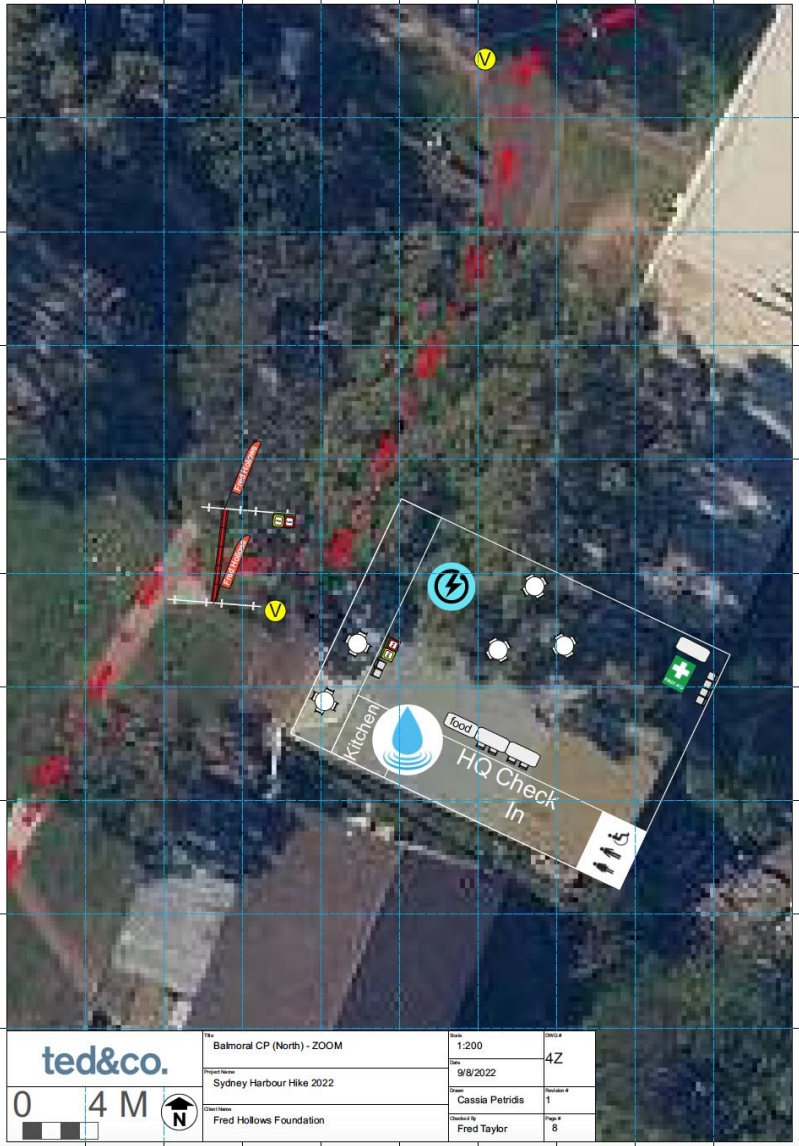
Check Point – Rose Bay



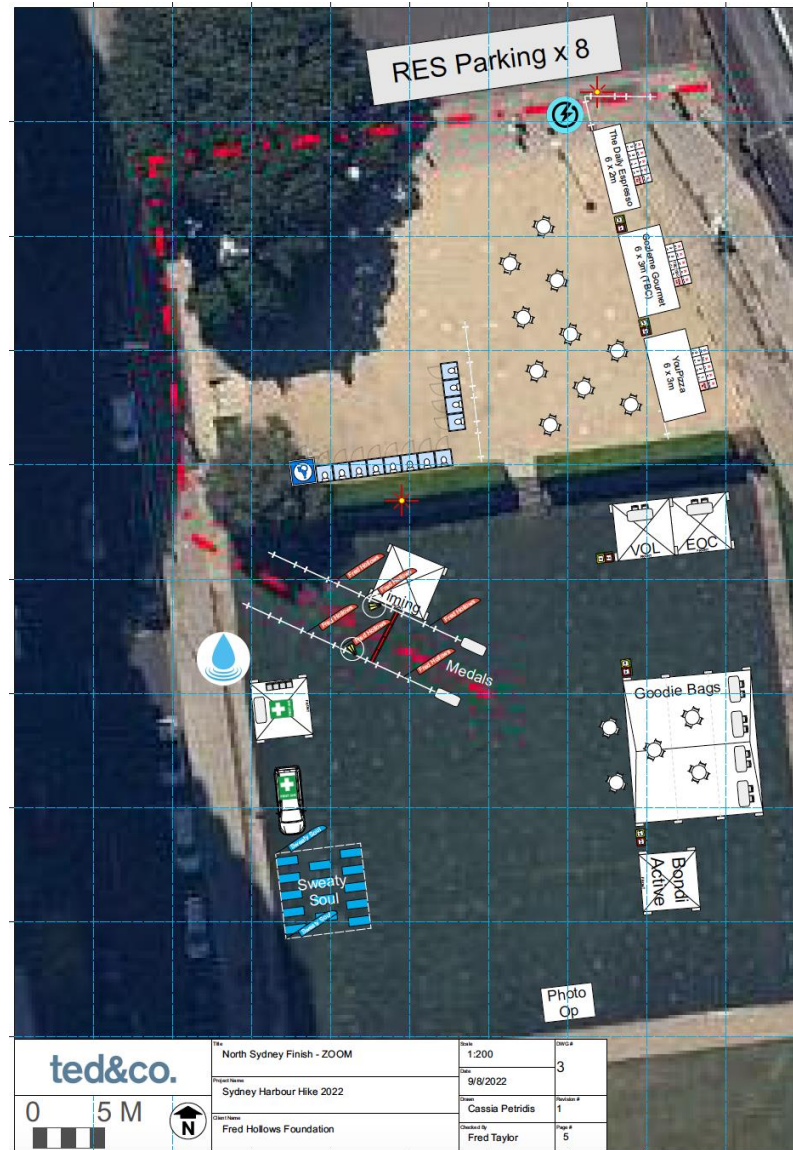
Start – Manly



Check Point – Balmoral



Finish – North Sydney



Safety Stops

South Course:

Watsons Bay – 7 km to Check-Point in Rosebay
Rosebay – 7 km to *Rushcutters Bay Safety Stop*
Rushcutters Bay – 8km to Finish in Kirribilli

Angela Topping – 0414 699 792

Connor Hill – 0401 355 893

North Course:

North Harbour Reserve – 5 km to Clontarf Safety Stop
Clontarf Beach – 7 km to Balmoral Check-Point
Balmoral Check-Point – 6 km to *Sirius Cove Safety Stop*
Sirius Cove – 7 km to Finish in Kirribilli

TBA

Tessa Bell – 0430 105 969

Gabi Selwyn – 0406 587 492



REGISTRATION / INFO

Registration – Bib Collection

Your job is to ensure everyone has a bib prior to starting the race. Some bibs have been mailed; others will need to be collected at the check-in desk. **All participants must have a bib before starting the hike.**

If a participant shows up but is not on your registration list, it is likely they have not completed/ paid for their registration online. We encourage participants to log back in and complete the registration process in full.

Check-in Info

Your job will be to provide information to participants when required in front of the registration marquee.



COURSE MARSHALS

Course Marshals

Your role is to assist with the overall management of the course. This includes ensuring walkers cross key roads and intersections safely. You will point participants in the right direction and provide required information to non-event pedestrians.

There are no road closures for this event, all roads are live.

EzyCharge

There will be a phone charging station at checkpoints and the finish line. Participants have the option to hire a battery at the checkpoint and return it at the finish line. Please provide guidance and supervise where needed.



TIMING MAT / HOSPITALITY

Check-in/ Time Mat

Your job is to ensure all participants cross the timing mat. This provides important tracking data as to where participants are along the course.

Non- event members of the community should be kept away from the timing mat to avoid creating congestion.

Hospitality

Ensure fruit is available for walkers and hand out fruit to participants as they pass by. Only hand out fruit to participants with an official bib. We have gloves and masks available.



MEDAL DISTRIBUTION

Medals / Goodie Bag (Finish)

This role will be handing out medals and gift bags to finishers. Please only hand goodie bags to walkers with an official bib.

Blue medals are to be handed to Bondi participants, and orange medals to Manly participants. Medals are already in the bag so please ensure you hand out the correct bags.

General Duties Volunteer

Please check the well-being of all finishers. Direct them to find water, toilets and first-aid if needed. You may be required to help other volunteers when required. Please follow the instruction of your team leader.



EMERGENCY PROCEDURE

Remain calm to think clearly.

For Emergency call '000'

For First Aid contact Event First Aid Service on 0421 329 666

Then your next point of contact should be through your Team Leader, Area Supervisor, or Volunteer Manager.

Remember to:

1. IDENTIFY what and where the emergency has occurred
2. VERIFY that there is an emergency and not a miscommunication
3. COMMUNICATE the issue to your TEAM LEADER
4. AWAIT INSTRUCTIONS
5. DO NOT TALK TO MEDIA OR BYSTANDERS. If approached by media, please refer to Alison Hill 0407 570 640.

It is important that the Event Organiser is notified of any incidents by calling **0436 453 308** and an incident report card must be completed.

Take note of the participant's race number indicated on their race bib for identification purposes (check it twice).

WHAT TO WEAR / BRING

- Each volunteer will be issued with an event volunteer t-shirt. Please wear this over the top of any jumpers/jackets.
- Wear comfortable clothing.
- Come prepared for all types of weather as the event will go ahead either way.
- Closed-toed footwear – e.g. joggers.
- Sun Smart: Sunscreen, hat, sunglasses etc.
- Hi-vis vests must be worn by some volunteers (you will be given one if required).
- No storage for volunteer bags is available; only bring what you need - carrying a small backpack is recommended.
- You will get a snack pack and bottled water. Please bring any extra food you may like.
Some dietary requirements are catered, but we can't guarantee all.



CHECK IN PROCEDURE

- Please arrive on time! Double check your shift time and location.
- If you are going to be late, please text/call the Volunteer Manager of your location and advise of your ETA as per role brief received.
- Please look for the Volunteer Manager to check-in. At all locations (Starts, Check-Point and Finish) look for The Fred Hollows Foundation desk to check-in.
- Please do not forget to also check-out at end of your shift with your Volunteer Manager before leaving.



END OF SHIFT

Tidy-up your area/station

- Please ensure your area of work is tidy and cleaned where necessary.

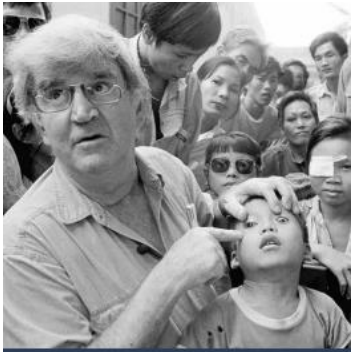
Debrief and Feedback

- Report back to your team leader at the closing of your shift to debrief and provide any information required.

Sign Out

- All workforce must return to the check in area to sign out when their shift finishes.
- Return any Hi-Viz vests to your Volunteer Manager



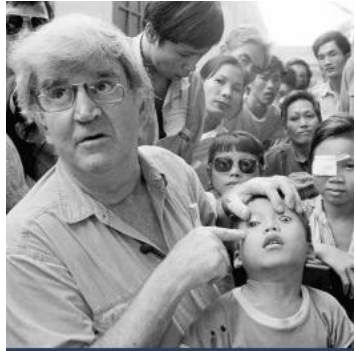


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**THANK YOU
&
Questions?**



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