



# We Run This City Youth Marathon

The We Run This City Youth Marathon offers youth from the Cleveland Metropolitan School District the chance to run in the Rite Aid Cleveland marathon alongside world class runners. We need you to help them cross the finish line on race day.

## VOLUNTEERS NEEDED!

Volunteer opportunities include:

- Water Stops Team Managers Registration
- Runners, Pacers, Sweepers T-shirt Distribution
  - Sleepover Assistants Refreshments
- Student Traffic Control Finish Line Medal

**Race Date: SUNDAY, MAY 18, 2014**

**Practice Race Dates:**

**March 15<sup>th</sup>, 2014**

**April 13<sup>th</sup>, 2014**

**April 26<sup>th</sup>, 2014**



For more info, please contact Sheena Tsai at [sxt278@case.edu](mailto:sxt278@case.edu)

# VOLUNTEER JOB DESCRIPTIONS

**Job Title:** Volunteer Registration Table

**Job Description:** Sign in volunteers and check for completion of all required volunteer forms

**Job Title:** Greeters/Cheering Crew

**Job Description:** Greet teams/students/runners as they enter the CSU PE building

**Job Title:** Information Table

**Job Description:** Assist volunteers, guests, teachers with program information and directions

**Job Title:** Team Registration Table

**Job Description:** Working with each school teacher, make sure that all students are signed in.

**Job Title:** T-shirt Distribution Table

**Job Description:** Distribute t-shirts for the teams, teachers and volunteers.

**Job Title:** Sponsor Sign-In Table

**Job Description:** Facilitate signing of the sponsor boards by the marathon students and team captains (i.e. Rite Aid Cleveland Marathon, CDPH, YMCA of Greater Cleveland, Second Sole, etc.)

**Job Title:** Photographer Assistant/Team Photo Table

**Job Description:** Assist photographer with the logistics of team photos.

**Job Title:** Refreshments

**Job Description:** Help manage the distribution of breakfast and lunch to students and volunteers.

**Job Title:** 1.2 Team Managers

**Job Description:** Team managers are assigned to specific schools, they will assist the teacher with all aspects of student activities and logistics.

**Job Title:** Transportation Volunteer

**Job Description:** Assist CMSD Transportation Coordinator with incoming and departing CMSD busses from our staging area at CSU Woodling gym.

**Job Title:** Gear Check Volunteers

**Job Description:** Assist with the logistics of transporting 10k, half marathon and full marathon students belongings from the downtown YMCA to the CSU Gymnasium on the designated bus.

**Job Title:** Crowd Control & Locker Room

**Job Description:** Make sure students are where they should be while in transition between the auditorium, eating breakfast/lunch, and gym activities.

**Job Title:** Route Cheering Crew

**Job Description:** Cheer on runners along the marathon route and at finish line.

**Job Title:** Runners - 1.2, 10k & Half Marathon Runners

**Job Description:** Run along with the student runners and keep them on pace along the route

**Job Title:** Full Marathon Support Team

**Job Description:** Volunteers will be placed at set locations on the race course to track the full marathoners progress.

WRTC is generously funded by: The St. Luke's Foundation, O'Neil Foundation, Sisters of Charity Foundation, The Rite Aid Cleveland Marathon, Running USA, Second Sole, Cleveland Running and other Cleveland Community businesses.



A Program of the YMCA

**Sunday, May 18<sup>th</sup>, 2014**

**We Run This City Youth Marathon Program**

*(in conjunction with the 2014 Rite Aid Cleveland Marathon)*

Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

How did you hear about our program? \_\_\_\_\_

T-shirts are adults sizes.

Please indicate your size:  Small  Medium  Large  XL  XXL

Participation in this event is voluntary. By participating, each individual releases and holds harmless the City of Cleveland, YMCA of Greater Cleveland, Rite Aid Cleveland Marathon, Cleveland Metropolitan School District for any and all damages, claims, actions, costs, expenses or losses, whether from negligence or otherwise, in conjunction with or arising from participation in this program.

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Signature

Date

**For the safety of our student participants, ALL volunteers for We Run This City Youth Marathon will be required to provide information to secure a background check.**

# Volunteer Position Selection

Please indicate top three preferences as 1, 2, or 3, with 1 being your first choice.

## DUTIES

- Practice Run Pacers** (only for dates below) (please circle race preference below)
  - Saturday, March 15<sup>th</sup>, 2014; 34<sup>th</sup> Annual St. Malachi Run; **8:30a.m. arrival** for 2 miler, **9:15a.m. arrival** for 5 miler
  - Sunday, April 13<sup>th</sup>, 2014; 41<sup>st</sup> Annual Cleveland Spring Classic 10 Miler/5k; **10:30 a.m. arrival**
  - Saturday, April 26<sup>th</sup>, 2014; 2014 Hermes Cleveland 10 Miler; **8a.m. arrival**
- Water Stops (Race Day) – 6a.m. – 3p.m.** (3-4 hour shifts & various locations along marathon route)
- Cheering Squads (Race Day) – 7a.m. – 12p.m.** (various locations along route)
  - Cheerleaders
  - Drum Corp
  - Bands
- Finish Line (Race Day) – 8a.m. – 12p.m.** (various shifts)
- Registration (Race Day) – 5:30a.m. – 1:00p.m.**
- Runners, Pacers, Sweepers (Race Day)– 6:30a.m. – 12:00p.m.** (various shifts)  
*Run along side or behind youth marathoners*
- Traffic Control (Race Day) – 9a.m. – 12p.m.**  
*Keep students on race route and direct students to appropriate areas*
- Team Managers (Race Day) – 8a.m. – 2p.m.**  
*Assists teachers in all aspects of Race Day*
- T-shirt/Goody Bag Distribution (Race Day) – 8a.m. – 2p.m.**
- Refreshments (Race Day) – 8a.m. – 12p.m.**

Please RSVP to the Volunteer Coordinator:  
[sxt278@case.edu](mailto:sxt278@case.edu) or [Volunteer4WRTC@Clevelandy.org](mailto:Volunteer4WRTC@Clevelandy.org)

Fax to: 216-263-6299

Mail to:  
We Run This City Youth Marathon  
YMCA of Greater Cleveland  
2200 Prospect, Suite 200  
Cleveland, OH 44115



## Volunteer Waiver and Photography/Videography Release

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Participation in this program is voluntary. By participating as a volunteer in the We Run This City Youth Marathon Program, each individual releases and holds harmless the YMCA, Cleveland Metropolitan School District, the Rite Aid Cleveland Marathon, the Prevention Research Center and the Cleveland Department of Public Health for any and all damages, claims, actions, costs, expenses, or losses, whether from negligence or otherwise, in connection with or arising out of participation in this program.

I, \_\_\_\_\_ (print name), hereby give permission to be photographed/videoed by the YMCA/We Run This City Youth Marathon Program and/or its agents (Cleveland Metropolitan School District, Cleveland Department of Public Health, Rite Aid Cleveland Marathon, Case-Prevention Research Center), for use of said photograph/video in We Run This City program promotions, publications. The photographs/videos may be used in both external and internal publications including social media or as otherwise deemed fit.

I understand that I will not receive any monetary compensation or any other form of compensation for use of said photographs/videos.

I have read and understand this release and am voluntarily signing this release on the date indicated below.

Signature \_\_\_\_\_ Date \_\_\_\_\_



## Volunteer Application Disclosure and Authorization to Background Investigation Pursuant to the Fair Credit Reporting Act

### Disclosure

As a volunteer with the YMCA of Greater Cleveland, you have been asked to furnish information for use in reviewing your background and qualifications. As part of its investigation and consideration of your application, the YMCA of Greater Cleveland may obtain a consumer report from a Consumer Reporting Agency which may include information about your background, including your past and present work, character, education, military records, court records and criminal records. Before the YMCA of Greater Cleveland takes any adverse action based in whole, or in part, on a consumer report from a Consumer Reporting Agency, it will provide you a copy of that report and will give you a written description of your rights under the Fair Credit Reporting Act.

### Authorization

I hereby authorize the YMCA of Greater Cleveland, or any of its agents, to conduct an investigation of my background and qualifications. I authorize the release of any information pertaining to my background and qualifications, including those categories of information listed above, whether the information is of public record or not. I hereby authorize and instruct any Consumer Reporting Agency to provide a consumer report to the YMCA of Greater Cleveland if it should make such a request.

This authorization shall remain effective for any future investigations by the YMCA of Greater Cleveland.

**Signature:** \_\_\_\_\_ **Social Security Number (required):** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

\*\*Applicants under the age of eighteen (18) must have signed approval from a parent or guardian.

**Have you ever been convicted of a misdemeanor involving theft, misrepresentation or moral turpitude (domestic violence, assault, battery, child abuse, etc.) or of any felony?** Conviction of a crime will not be an absolute bar to employment or volunteer.  No  Yes - Please provide information request below.

| Date | Place of Conviction | Type of Crime and Conviction |
|------|---------------------|------------------------------|
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Do not write below this line.

To: Human Resources Department

From: **Branch Name:**  
**Sender:**