



## **RAM Racing Group Volunteer Guidelines**

Thank you for your interest in volunteering as a Group Leader a RAM Racing event. As a Group Leader you are a vital member of our event team, a key ambassador of RAM Racing to race participants and to the community.

Please keep in mind the following items to ensure your group enjoys their experience at the event.

### **What makes up a volunteer group?**

Volunteer groups consist of 10+ more volunteers – groups include school groups & clubs (sport teams, fraternity, sorority, etc.) - Church and community groups as well.

### **Are donations given to volunteer groups?**

Donations will be given to volunteer group's providing a minimum of 10 volunteers. Volunteers must follow the volunteer group guidelines in order to receive a donation – the donation amount is based on the number of volunteer that arrive for the volunteer shift (volunteers must stay for entire volunteer shift).

### **Age requirement**

Volunteers must be 12 years old or older. One chaperone is required for every 10 volunteers under 18 years of age in order to ensure sufficient supervision and behavioral management. Chaperones must be 18 or older and will have to register online as Group Leaders.

### **Can I race & volunteer**

While we appreciate your offer to volunteer – all volunteer positions do overlap with the race. You are not able to race & volunteer at the same event. Enjoy your race – hopefully you are able to volunteer at a future event.

### **Two of my friends and I would like to volunteer – should we register as a volunteer group?**

Please register as individual volunteers – list the names of your friends in the note section of volunteer registration.

### **What if I have more/less volunteers than originally expected?**

Please plan to recruit 10%-15% over the volunteer goal for the event. If your volunteer recruitment is not going well please keep the RAM Racing staff updated. On the flip side if volunteer recruitment is going really well – please keep the RAM Racing staff updated as well. More volunteers are always welcome.

### **How long will I be volunteering?**

Race day volunteer shifts are typically four to six hours.

## Do volunteers receive a volunteer shirt?

As a thank you for volunteering – volunteers will receive volunteer gear. The volunteer gear will vary depending on the race.

## Below are the steps to register a volunteer group.

- Pre-Race
  - Register as a group leader
  - Shortly after registering as a group leader you will be contacted by RAM Racing.
  - Return the group registration – this will be emailed to you or can be found on the volunteer website for the race.
  - Volunteer list is due at least one week before race day.
  - It is your responsibility to make sure your volunteers are aware of all the specific information regarding your volunteer job. RAM Racing Volunteer Team will work with you to make sure you are armed with all the details.
- Race Day
  - **Volunteers Check-In** - It is your responsibility to check-in all of your volunteers at the volunteer check-in tent on race day. Once you have checked-in your volunteers please submit your volunteer list to the RAM Racing staff in order to receive a donation.
  - **Volunteer Uniforms** - All volunteers will receive a complimentary technical volunteer shirt
  - **Job Reassignment/Group Division** - Volunteer groups can be divided and/or reassigned to different volunteer jobs as needed. However, volunteers will not be placed in a job where the demands exceed their capabilities. Be aware there is always the potential that your group may be divided and reassigned.
  - **Job Fulfillment** - Volunteers are asked to stay until their volunteer assignment is complete. Volunteers that cannot commit to the full shift time are asked to not to register to volunteer. Check-in and check-out times will be communicated to the Group Leader prior to the event.
- Post-Race
  - Feedback is essential so that we can continue to improve and grow as an event. The RAM Racing Volunteer Team will contact you to collect your thoughts and suggestions post-event.
  - All non-profit volunteer groups bringing 10 or more volunteers on race day will receive a donation from RAM Racing within 30 days of the event. The donation amount is based on the number of volunteers that volunteered at the event.