

VOLUNTEER MANUAL

Welcome to **Vuelta Ciclista a Lanzarote** volunteer team! Live the experience, enjoy the great atmosphere and take advantage of the benefits of contributing to this iconic event.

Find the Events Information [here](#)

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Volunteering Tasks

Road Marshal (Auxiliar de carretera)

The road marshal is responsible for directing traffic and ensuring safety at intersections. Their main function is to control vehicular traffic and signal the presence of cyclists on the route.

They also provide guidance to cyclists and maintain communication with event staff. Their goal is to maintain safety and order at intersections, ensuring a safe passage for cyclists and minimizing the risks of accidents.

Road marshals will have a coordinator who will provide necessary instructions.

Requirements for road marshals:

- Only for residents of Lanzarote
- Attended the Road Marshal course of the Cabildo de Lanzarote (not strictly necessary)
- Have a driver's license (own vehicle is not necessary)
- Minimum age of 18 years.

Aid Station

Aid station volunteers are responsible for establishing and operating the refreshment points. Their task is to prepare and maintain the refreshment stations, distribute food and drinks to cyclists, provide support and encouragement, and collaborate with other volunteers and organizers. Their contribution ensures that participants have the necessary supplies to stay hydrated and energized during the race.

IMPORTANT: During a sports event, especially in disciplines like cycling, it is crucial to keep the route clear and unobstructed to ensure the safety of everyone. Therefore, it is strictly prohibited to cross the white line that marks the edge of the road (or any other limit established by the organization). This means that to offer a glass or bottle to a participant, the volunteer must stay at the edge of the route without interfering with it.

Promo Car

The promo car drives along the roads a few minutes before the peloton, distributing sponsor giveaways. Its role is to create atmosphere and provide visibility for the brands, offering promotional items to spectators along the route. Additionally, it helps maintain excitement and engagement with the event.

If you want to volunteer doing this task, you must be able to speak Spanish.

Regroupings

The regroupings will mark the resting and regrouping zones for the peloton. They will be dynamic areas with resources to hang bicycles, replenish, entertainment, and resume the ride.

Volunteers registered on this task will be helping out with different jobs:

Marshal

Marshals are volunteers responsible for ensuring safety and compliance with rules when participants are at Club La Santa. They supervise and control specific areas of the event venue, guide participants on the correct path, communicate with the organization, resolve issues, and provide moral support to the participants. Their work is crucial to ensure a safe and fair experience for all participants.

Refreshment points

Aid station volunteers are responsible for establishing and operating the refreshment points. Their task is to prepare and maintain the refreshment stations, distribute food and drinks to cyclists, provide support and encouragement, and collaborate with other volunteers and organizers. Their contribution ensures that participants have the necessary supplies to stay hydrated and energized during the race.

Finisher Area

The finisher area in this event is the space where participants cross the finish line. It includes amenities like food and beverages, a resting area for recovery, music for celebration, podium and additional services. It's a place for participants to relax, refuel, and enjoy the post-race atmosphere.

Volunteers registered on this task will be helping out with different jobs:

Marshal

Marshals are volunteers responsible for ensuring safety and compliance with rules when participants are at Club La Santa and Plaza de Las Naciones. They supervise and control specific areas of the event venue, guide participants on the correct path, communicate with the organization, resolve issues, and provide moral support to the participants. Their work is crucial to ensure a safe and fair experience for all participants.

Finish Line

Finish line volunteers receive and assist the participants at the end of the race. Their duties include welcoming participants, handing out water, medals, providing assistance and attention in the arrival area, organizing the flow of people, and directing them to the Finisher area. Their contribution is essential to provide a successful and rewarding conclusion for the participants.

Finisher Buffet

Buffet Finisher volunteers receive and assist participants at the end of the race. Their tasks include assisting the kitchen team, distributing food and drinks to participants, organizing the flow of participants, and directing them to the rest area. Their contribution is essential to provide a complete and rewarding experience for participants after a challenging race.

Frequently Asked Questions

1. Is there anything I should inform the organisation about?

Inform the organization via email at **vuelta@clublasatanta.com** or phone **686033472** in the following cases:

- Cancellation
- Allergies
- Any other matter that you find convenient to inform the organization about.

2. Who will explain my task to me?

A few days before the event, you will receive an email where you will be explained:

- Who is responsible for your work station
- Where and when you should meet
- Information about road closures
- Information about your task
- Contact phone and email

In case of last-minute changes, the organization will contact you by email or phone to inform you of such changes.

On the day of the event, the person in charge of your position will explain your tasks and responsibilities in detail.

3. What do I need to be a volunteer?

Do I have to meet any requirements to volunteer for a sporting event?

Requirements for all volunteers:

- You must be able to travel to the location where you will perform your task on your own.
- The minimum age to volunteer is 16 years old (unless otherwise specified).
- You must be able to speak Spanish or English.

Specific requirements for some specific tasks can be found in the *"Volunteer Tasks"* section of this document.

Do I have to have previous experience to volunteer at a sporting event?

Previous experience is not always required, but having basic knowledge of the sport or activity you are participating in can be helpful. In addition, having effective communication skills, the ability to work in a team, and a friendly and helpful attitude will be beneficial in performing your volunteer role effectively.

4. What should I take with me for the race day?

What should I bring from home?

- Mobile phone: Carry your fully charged mobile phone with you. It can be useful for communicating with the event staff or making emergency calls if necessary. Make sure to have the contact information for the organizers and local emergency services.
- Appropriate clothing and footwear: Wear comfortable and weather-appropriate clothing for the duration of your volunteer shift. Use comfortable and sturdy athletic footwear.
- Sun protection: Consider bringing a cap or hat, sunglasses, and sunscreen.
- Snacks: Depending on the length of your shift, consider bringing some snacks or energy food to replenish your energy during the day.
- Water bottle: Stay hydrated during your shift by carrying a water bottle.

What does the organisation provide?

- Volunteer T-shirt
- Access bracelet to the venue (only when necessary)
- Necessary equipment for performing a task (reflective vest, gloves, signs, etc.)
- Water
- Food

IMPORTANT:

The regulation attire for all volunteers is as follows:

- The volunteer T-shirt must be visible and neatly fitted covering torso, back and shoulders (no sleeves rolled up or tied in a knot).
- All volunteers must wear sports shoes.

5. What should I do in emergency situations?

What should I do if I experience an emergency during the event?

If you witness an emergency during the event, your priority is to ensure the safety of participants and the public.

- A. If you are inside the event venue, inform the event staff so that they can request medical attention to the medical tent. The medical tent is always located near the finish line.
- B. If you are outside the event venue, immediately communicate the situation to your station's coordinator and follow their instructions. Phone number will be shared on the Race Day.

When should I call or report an emergency?

If you believe the situation is serious and requires immediate professional attention, you should call emergency services in cases of:

- Serious injuries
- Sudden illnesses (discomfort, fainting, etc.)
- Accidents
- Any other situation that poses an immediate risk to the life or health of individuals present.

See you soon!