

Minnesota Voyageur Trail Ultra
Saturday, July 26, 2014
Aid Station Volunteer Instructions

Thank you for volunteering to run an aid station at the Minnesota Voyageur Trail Ultra! You will be providing a valuable service to the runners who will endeavor to run (and walk) from Carlton to the Lake Superior Zoo and all the way back to Carlton. We couldn't put on this event without you – thank you!

Aid Station Supply Pick Up

Austin-Jarrow Shoe Store
917 W Central Entrance
Duluth, MN 55811
Friday, July 25, 2014
6:00 PM - 8:00 PM

Please come to Austin-Jarrow sometime between 6:00 and 8:00pm on Friday to pick up your aid station supplies.

We Will Provide

- Volunteer T-shirts
- A tent canopy and tables
- Timing sheets, clipboards, and pens
- Water jugs and a cooler
- Water pitchers
- Hammer Heed drink mix and cups
- Food
- Band-aids
- Vaseline
- OTC pain relievers (ibuprofen, aspirin, acetaminophen)
- Garbage bags
- Paper plates
- Plastic silverware
- Paper towels
- Knife and cutting board
- Money to buy ice

For your comfort, you might also want to bring a folding chair, book, lunch, sun screen, and bug spray on race day.

Contact Information

- Kris Glesener: 218-390-4784 (cell)
- Lisa Messerer: 218-590-7316 (cell)

If an emergency occurs, call 911. The Gary-New Duluth Fire Department and the Carlton Fire Department are aware of our event.

Friday Night or Early Saturday Morning

- Fill the water jugs with water.
 - A convenient place to fill the jugs is the artesian well near the junction of Midway Rd. and I-35. A map indicating the location of the well is included in this document.
- Buy a bag of ice to put in the cooler.
- Scout out your aid station location.

Race Day Set Up

On race day, please go to your aid station location at least 30-45 minutes before the first runner is scheduled to arrive (see suggested times on Volunteer Assignment spreadsheet). There will be a sign at your aid station location to confirm you are in the correct place. You may want to scout out the location before race day so you know where you are going (the sign might not be up before Friday night, however). Upon arrival, please do the following things:

- Set up tent, tables.
- Mix a jug of Heed. Set out one round jug of water and one of Heed.
- Cut up some of the fruit and set out some of the food.

During the Race

- Assign one person to log runners. This person will write down the bib number and time of each runner as they arrive at your aid station. This is helpful in case someone goes missing later. After the race starts, you will receive a list of all the runners on the course. Please check off each runner as he/she comes through your aid station. If a runner drops out at your aid station, please make a note of that. There will be Ham Radio Operators at each station, tracking runners, you can work with them on this task, or they may take it on entirely.
- Rotate full water jugs with empty ones. The round jugs are insulated and are the easiest for runners to use on the table. Use the square jugs to refill the round jugs. You can also use the pitchers that are provided to refill runners' water bottles/hydration packs.
- If you run short on water, you may need to send a member of your crew to fill some water jugs. A convenient place to fill the jugs is the artesian well near the junction of Midway Rd. and I-35. A map indicating the location of the well is included in this document.
- Keep a cup in the ice cooler. You can use this to put ice in runners' drinks/hats/etc. It's best to keep runners' dirty hands out of the ice bin, but it happens.
- Cut up more fruit and put out more food as necessary.
- Keep an eye out for runners having medical issues. If you suspect someone is not doing well, ask them a few questions and see how they are feeling. Perhaps they would like to sit in the shade for a bit. In extreme circumstances, if you feel a runner is endangering himself/herself, you have authority to pull him/her off the course.
- If you have any questions regarding a medical issue please contact Lisa Messerer at the cell number listed below and/or via the Ham Radio operators.
- Call Kris Glesener if you have a question about anything that comes up during the race.

If a Runner Drops out of the Race at your Aid Station

- Make sure the runner or an aid station worker informs a Ham Radio Operator, so they can let the finish line know the runner is dropping and where they are.
- If there is no pressing medical issue, drops will need to wait until a ride comes available to the start/finish. It is possible they may have to wait a while.

After the Race

- Please leave all the food and water out until the course sweeps come through your aid station. They work hard to keep our runners safe, and they need aid too!
- Once everyone is through your aid station, pack everything up and bring it to the finish line (Carlton High School). You can unload the tents, tables, etc. at the school. Please keep any leftover perishables that you like for yourself – we certainly don't have a use for it.
- Check in with Kris Glesener or Lisa Messerer so they know you are all done.
- Please join us for the meal after the race. Dinner is served starting at 4:30 PM at Carlton High School. Volunteers and runners are free. A \$5 charge for "extra eaters" can be paid at the door.
- We estimate that the race will conclude at 8 PM.

Map to Artesian Well – For filling water jugs on race day.

