



Ottawa – Kemptville RONA MS Bike Tour Volunteer Assignment



Title	Parking
Purpose	To ensure everyone parks in the appropriate area
Position Location & Time Commitment	Carleton University - Saturday, August 6 <ul style="list-style-type: none"> • 6:00 am – 10:00 am
Where to Meet Us	<ul style="list-style-type: none"> • Meet at the “Volunteer Check-in” inside the Norm Fenn gymnasium. See map of University – Building 8
Duties and Responsibilities	<ul style="list-style-type: none"> • Direct cars to the designated lots for the RONA MS Bike Tour <ul style="list-style-type: none"> ○ Lot #3 for 2-day cyclists ○ Lot #5 for 1-day cyclists and volunteers • Keep a section of parking close to the Tour site free in case anyone with special needs or a RONA MS Bike Tour Vehicle arrives. • Keep start area clear of all vehicles except Bike Repair sponsors. • Ensure a high level of customer service in dealing with cyclists, volunteers, staff and sponsors
Physical Requirements	<ul style="list-style-type: none"> • This position requires you to be on your feet for an extended period
Benefits	<ul style="list-style-type: none"> • Food and beverages • A terrific volunteer t-shirt! • Invitation to yearly volunteer appreciation event • Be part of MS Society volunteer program which helps fulfill our mission.
What to bring, Washrooms, Travel and Parking	<ul style="list-style-type: none"> • This event takes place rain or shine • This position will be outside so remember to bring rain clothing and sunscreen, hat • Washrooms will be available on site • Parking is available on site at Carleton University in lot #5. Volunteers are to make their own arrangements to get to site. Public transportation is encouraged
Questions	<ul style="list-style-type: none"> • Before the Tour - Michelle Davis – 613-728-1583 Ext. 235 or michelle.davis@mssociety.ca • During Tour weekend - 613-407-1968