



Ottawa – Kemptville RONA MS Bike Tour Volunteer Assignment



Title	Start Line Assistant
Purpose	Get cyclists grouped for start of Tour
Position Location & Time Commitment	Carleton University - Saturday, August 6 <ul style="list-style-type: none">• 7:30 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">• Groups cyclists into groups of 50 to start the tour• Ensure everyone is wearing their helmet• Hand out route maps to cyclists• Remind cyclists to ride single file and obey all traffic rules• 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