

# Volunteer Overview – Transition Area



**Your primary responsibility is to help keep the Transition Area organized and flowing smoothly.**

## **Key Tasks**

- Bike check-in at entrance of transition area.
  - Athletes may only check-in their own bike (no spectators can)...
- Bike #'s must match athlete #.
- Verify the bikes brakes work.
- Check & make sure bikes headsets are tight.
- Check bar ends (must be plugged).
- If anything is wrong with their bike send them to the onsite bike mechanic.
- Keep spectators out of transition area
- Help with body marking
- Make sure athletes are not riding bikes before mount/dismount lines (must walk/run their bikes in this area).

**Remember – athletes can understand arm motions and pointing better than other means of communication, so don't hesitate to be animated.**

***Make sure to be courteous of participants and show your support by cheering them on!***

There are generally two types of issues on the bike – medical and mechanical. If anything happens in the vicinity of your volunteer post, you will want to follow these steps:

## **Medical**

If an athlete wipes out or complains to you about not feeling well, take the following steps:

1. Make sure the scene is safe. If the scene is not safe (i.e. if the athlete is in the middle of the road and can't be moved), call the emergency dispatch and inform the Police.
2. Once the scene is safe, keep the athlete from moving
3. Call the appropriate phone number:
  - If the athlete is able to speak, and doesn't appear to have threatening injuries, call the race directors or the volunteer coordinators.
  - If the athlete is unconscious or bleeding profusely, call the emergency dispatch and inform an ambulance, then call the race directors or the volunteer coordinators.
  - If you aren't sure how severe the situation is, call the race directors and explain the situation.

## **Mechanical**

If an athlete has major issues with his bike that prevents him from continuing the race, call the race directors or the volunteer coordinators. They will dispatch a mechanic to help either fix the bike or transport the athlete back to the race venue.

**Remember, your job is not to try to figure out what is specifically wrong with the athlete or his bike. Using common sense to determine the severity of the situation will help us quickly and effectively handle most problems.**

**You will receive a list of the key contact numbers when you check in. If anything happens in the vicinity of your volunteer post, you will want to follow these steps:**

1. Make sure the scene is safe. If the scene is not safe (i.e. if the athlete is lying in the middle of the road and can't be moved), call the emergency dispatch and inform the Police.
2. Once the scene is safe, keep the athlete from moving
3. Call the appropriate phone number:
  - If the athlete is able to speak, and doesn't appear to have threatening injuries, call the race directors or the volunteer coordinators.
  - If the athlete is unconscious or bleeding profusely, call the emergency dispatch and inform an ambulance, then call the race directors or the volunteer coordinators.
  - If you aren't sure how severe the situation is, call the race directors and explain the situation.

**Remember, your job is not to try to figure out what is specifically wrong with the athlete. Using common sense to determine the severity of the situation will help us quickly and effectively handle most problems.**

Anyone who withdraws from the race needs to report to the timing trailer, return their chip, and report as a DNF. We need to account for them and make sure they are safely off the course.

**THANK YOU FOR VOLUNTEERING! HAVE FUN!**