

2015 Edition



Presented by
**Children's
Miracle Network
Hospitals**

Volunteer Operations Survival Guide



Children's Miracle Network Hospitals



Charity Overview

Since 1983, it has been the mission of Children's Miracle Network Hospitals to save and improve the lives of children. Founded by Marie Osmond, John Schneider, Mick Shannon and Joe Lake, Children's Miracle Network Hospitals has grown from 22 supported hospitals to over 170 hospitals in 2014. Over the past 30 years, CMNH has raised more than \$4.7 billion dollars to support children's hospitals across the United States and Canada.

When a donation is given to Children's Miracle Network Hospitals it stay in the community, ensuring that every dollar donated is helping local kids. Donations to Children's Miracle Network Hospitals go to support research and training of medical personnel, equipment purchases, payment for uncompensated care all while supporting their corporate mission to care for children.

Every day Children's Miracle Network Hospitals work to save and improve the lives of kids in your community. Over 10 million children a year are helped at a Children's Miracle Network Hospital – that is 62 children that enter a CMNH facility every minute — that's more than one child every second. Regardless of the challenges that these children face, the doors of Children's Miracle Network Hospital are always open. Learn more about us at: www.childrensmiraclenetworkhospitals.org





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Weekend Events

runDisney Health & Fitness Expo

ESPN Wide World of Sports Complex

Thursday, Feb. 19 10:00 a.m. – 8:00 p.m.

Friday, Feb. 20 9:00 a.m.-7:00 p.m.

Saturday, Feb. 21 9:00 a.m.-5:00 p.m.

Disney Frozen 5K

Epcot

Friday, Feb. 20 6:15 a.m.

Disney Princess Half Marathon Weekend Breakfast

Epcot

Friday, Feb. 20 7:00 a.m. – 9:00 a.m.

Saturday, Feb 21 6:30 a.m. -8:30 a.m.

runDisney Kids' Races

Epcot

Friday, Feb. 20 and Saturday, Feb. 21

1 Mile Run 8:45 a.m.

Dashes 9:15 a.m.

Pasta in the Park Party

Epcot World Showplace

Friday, Feb. 20 7:00 p.m

Saturday, Feb. 21 7:00 p.m.

Buffet Dinner: 7:00 p.m. – 8:30 p.m.

IllumiNations: 9:00 p.m.

Disney Enchanted 10K

Epcot

Saturday, Feb. 21 5:30 a.m.

Disney Princess Half Marathon

Epcot

Sunday, Feb. 22 5:30 a.m.

Happily Ever After Party

Downtown Disney

Sunday, Feb. 22 2 p.m.-8 p.m.

Tips for Success

- Please arrive on time.
- Please check-in with Disney Cast Members delivering items to your area. Introduce yourself as they will be happy to help you!
- Handle any on-site challenges that may occur / Contact your Zonie for any additional questions.
- Follow ALL Food & Safety Procedures.
- Please take note of PRE & POST materials at your location.
- Enthusiasm- Motivate your volunteers to do their best.
- Have your Survival Guide on hand for reference.
- Don't forget your credentials and lanyard!
- Cheer on the runners & HAVE FUN!



Course Map





Safe Driving Guidelines

Personal Transportation Vehicles (PTV):

Before you begin:

- All drivers must have prior experience operating motor vehicles and a current driver's license
- Inspect safety features prior to use (ex: headlights, backup warning devices, brakes, mirrors, etc.)
- Do not overload the vehicle. Only transport one person for each available seat
- Place cargo in the appropriate areas and no holding of items on driver's lap

While in operation, drivers must:

- Obey all traffic rules (ex: stop signs, speed limits, etc.)
- Not use cell phones, radios or send text messages while in motion
- Make sure passengers are properly seated, facing the proper direction and holding on
- Reduce speed when approaching curves, blind spots and intersections

Passengers must:

- Remain seated and hold on to hand rails at all times
- Keep entire body inside vehicle at all times
- Never exit a moving vehicle



Driving Directions

Directions to ESPN Wide World of Sports Complex

Parking Directions for *Fit for A Princess Expo*

- Take interstate 4 EAST or WEST to Exit 65, (Osceola Parkway)
- Follow signs to Walt Disney World® Resort (get into the far left lane)
- Turn left at first traffic light at Victory Way
- Turn right at ESPN Wide World of Sports Complex main entrance or follow signs to volunteer parking
- Park in main parking lot and walk towards the complex
- Follow signs to volunteer check-in location

Directions to Epcot®

Parking Directions for *Disney Frozen 5K, Disney Enchanted 10K and runDisney Kids Races*

- From Downtown Orlando and Tampa, take I-4 to EXIT 65 (Osceola Parkway)
- Follow signs for Epcot®
- Proceed through the Epcot® auto plaza and follow signs to parking
- Follow signs to volunteer check-in location

Directions to Disney's Disney's Blizzard Beach Water Park

Parking Directions for the *Disney Princess Half Marathon*

(1534 West Buena Vista Drive, Lake Buena Vista, FL 32830)

- From downtown Orlando or Tampa, take I-4 EXIT 65 to Osceola Parkway
- Follow Westbound Osceola Parkway towards Animal Kingdom
- Take Blizzard Beach exit to the right onto Buena Vista Drive
- Make a right turn at the first traffic light into main entrance of Disney's Blizzard Beach Water Park

OR

- From Southbound Route 429, take Disney Exit onto Western Way
- Follow Western Way to traffic light at Buena Vista Drive
- Make right turn onto Westbound Buena Vista Drive
- Make a left turn at the first traffic light into main entrance of Disney's Blizzard Beach Water Park

Due to road closures, you MUST follow these directions to ensure that you arrive on time.

Please Note:

- Arrive 20 minutes before your scheduled report time. This will allow for any challenges that may arise and will allow sufficient time to check-in
- Remember to show your credential when approaching any auto plaza or security kiosk
- Remember to check-in and out at the Volunteer tent in order to receive your apparel, snack and theme park ticket

Parking/Transportation

Position	Parking Location	Transportation
Expo Volunteer	ESPN Wide World of Sports Complex	
Kid's Races Volunteer	Epcot Guest Lot	
5K Volunteer	Epcot Guest Lot	
10K Volunteer	Epcot Guest Lot	
Bonus Medals Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Simba" Sign
chEAR Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Tigger" Sign
Course Monitor Epcot Volunteer	Blizzard Beach	Board Bus #35
Course Monitor Magic Kingdom Auto Plaza Volunteer	Blizzard Beach	Board Bus #13
Course Monitor Magic Kingdom Volunteer	Blizzard Beach	Board Bus #29
Crowd Control Buses Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Tigger" Sign
Crowd Control Monorail Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Tigger" Sign
Crowd Control Start Viewing Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Tigger" Sign
Food Stop #8.5 Volunteer	Blizzard Beach	Board Bus #26
gEAR Check Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Bambi" Sign
Heat Sheets / Cool Towels Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Simba" Sign
Medal Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Simba" Sign
OHANA Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Buzz" Sign
PowerADE Stop #0.8 Volunteer	Blizzard Beach	Board Bus #11
PowerADE Stop #2.8 Volunteer	Blizzard Beach	Board Bus #13
PowerADE Stop #4.1 Volunteer	Blizzard Beach	Board Bus #15
PowerADE Stop #6.2 Volunteer	Blizzard Beach	Board Bus #17
PowerADE Stop #7.1 Volunteer	Blizzard Beach	Board Bus #19
PowerADE Stop #8.9 Volunteer	Blizzard Beach	Board Bus #23
PowerADE Stop #9.9 Volunteer	Blizzard Beach	Board Bus #25
PowerADE Stop #11.3 Volunteer	Blizzard Beach	Board Bus #21
PowerADE Stop #12.3 Volunteer	Blizzard Beach	Board Bus #28
Race Retreat Lounge Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Tigger" Sign
Refreshment Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Simba" Sign
Runner Assistance Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Buzz" Sign
Runner Direction - Race Finish Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Simba" Sign
Runner Direction - Race Start Volunteer	Blizzard Beach	Board Bus #8 & Bus #9
Screaming Fan #1.4/11.0 Volunteer	Blizzard Beach	Board Bus #34
Screaming Fan #1.9/9.7 Volunteer	Blizzard Beach	Board Bus #32
Screaming Fan #4.9 Volunteer	Blizzard Beach	Board Bus #33
Screaming Fans - Luna Volunteer	Blizzard Beach	Board Bus #26
Transportation - Epcot Tent Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at Volunteer Tent
Transportation - Main Volunteer Tent	Blizzard Beach	Park and Walk to Location
VIP Escort Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Tigger" Sign
Volunteer Check In - Sports Building	Disney Sports Building	Park and Walk to Location
Volunteer Check In Tent	Blizzard Beach	Park and Walk to Location
Water Finish Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Simba" Sign
Water Start Volunteer	Blizzard Beach	Board any Bus #1-#7 then meet at "Buzz" Sign
Water Stop #0.8 Volunteer	Blizzard Beach	Board Bus #10
Water Stop #2.8 Volunteer	Blizzard Beach	Board Bus #12
Water Stop #4.1 Volunteer	Blizzard Beach	Board Bus #14
Water Stop #6.2 Volunteer	Blizzard Beach	Board Bus #16
Water Stop #7.1 Volunteer	Blizzard Beach	Board Bus #18
Water Stop #8.9 Volunteer	Blizzard Beach	Board Bus #22
Water Stop #9.9 Volunteer	Blizzard Beach	Board Bus #24
Water Stop #11.3 Volunteer	Blizzard Beach	Board Bus #20
Water Stop #12.3 Volunteer	Blizzard Beach	Board Bus #27



Weather Contingency Plan

All medical stations will have the appropriate flag color displayed according to existing heat conditions:

Flag color codes:

GREEN FLAG – Good conditions. Enjoy the event but stay alert.

YELLOW FLAG – Less than ideal conditions. Participants with high risk of heat stroke should withdraw.

RED FLAG – Potentially dangerous conditions. A heat injury is possible. All participants urged to slow their pace and hydrate adequately.

BLACK FLAG – Extreme and dangerous conditions. All participants are advised not to compete. Course may be shortened and no times are recorded.

For everyone's safety, delaying or canceling the event is at the discretion of the Event Management team. As a reminder, registration fees are non-refundable and non-transferable.

Weather Protocol

The race will be held rain or shine. If there is lightning in the area, the race will either have a delayed start or depending on the intensity of the weather, be cancelled. The *runDisney* or ESPN Wide World of Sports event staff will make this decision.

The Walt Disney World® Lightning Policy

Event operations will shut down when lightning is within 10 miles of the event areas from the event areas. Event operations will not resume until the lightning is 10 miles out, moving away from the event areas.



Requesting Emergency Assistance

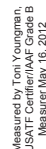
Call 911 for all medical needs

Identify yourself as being on
Walt Disney World® Resort property

Please provide the 911 operator the following information:

- Participant's bib number
- Exact location of runner
- Specific information regarding the condition of the runner

 Cones
 Park Area





Food & Beverage Guidelines

General Requirements:

Volunteers and Cast Members who will provide food and beverage support for an event must adhere strictly to the following guidelines:

If you have experienced any symptoms associated with gastrointestinal illness in the 24-hour period prior to your shift, including diarrhea, fever, nausea, or vomiting, you must not work in any activity related to food and beverage. Volunteers and Cast Members with these symptoms should contact an Event Manager immediately.

Hands must be washed with soap and water in a designated hand sink. If hand sink is not available use hand sanitizer. Following washing, hands must be rinsed with clean water and dried with a clean paper towel. You must wash your hands:

- Before you start your shift
- Before working with food, equipment, utensils and single service articles
- After coughing, sneezing, or using a handkerchief or tissue
- After using the restroom
- After eating, drinking or smoking
- After touching or scratching any area of the face or body (e.g., ears, nose, mouth, hair)
- After performing any other task that may contaminate hands

Do not touch ready-to-eat foods or beverage, sanitized food equipment and the food-contact surfaces of plates or utensils with bare hands. Instead, use single-use gloves, utensils, napkins, deli tissues or dispensing equipment.

Eating, drinking, gum chewing and smoking are not allowed in the food preparation area.



Food & Beverage Guidelines

Preparation and Service:

- 1) Prior to opening the sealed pallet, a visual inspection must be completed by team leaders to ensure the pallet's integrity.
- 2) Wash hands thoroughly with soap and water prior to handling any sanitized equipment, food or water. If hand sink is not available use hand sanitizer.
- 3) Wear disposable non-latex food service gloves.
- 4) Keep the water cooler off the ground (options may include a pallet or other portable stand) at all times.
- 5) Fill water cooler with Dasani water.
- 6) Place required quantity of powdered drink mix and stir with clean and sanitized paddle taking care to avoid any bare hand contact with the beverage.
- 7) Replace lid on cooler.
- 8) If your operation uses an Igloo type cooler to dispense bulk beverages, the cooler spigot must be used to fill pitchers or individual serving cups. Do not dip the pitcher or ladle into the Igloo cooler.
- 9) If Igloo has the TAG (tube and gravity) this can be used to fill empty bottles for pouring or filling cups directly.
- 10) Pre-portioned beverages/food items intended for immediate distribution should be covered using an approved food-grade cover until service.
- 11) Volunteers should distribute food directly to participants, when possible.

Inclement Weather:

During inclement weather, precautions must be taken to prevent any contamination of food, beverage or equipment. When in doubt, use discretion to discard any potentially contaminated food or beverage.



Zonie Chart Matrix

Start/Finish	Simba	Tigger	Bambi & Buzz	World Drive	Magic Kingdom	Epcot	Course Access
Mark Fertig	Ed Beery	Beth Anderson	Fred Rosenthal	Beth McKenna	Bob Heaton	Matt Morgan	Micheal Lopez
Runner Direction Start	Bonus Medals	ChEAR Area	gEAR Check Tents	Course Monitors MK Auto Plaza	Course Monitors Magic Kingdom	Course Monitors Epcot	All Course Areas
Rover in All Finish	Heat Sheets/ Cool Towels	Crowd Control Monorail	OHANA Tent	Food Stop #8.5	Screaming Fans #4.9	Water Stop #0.8	
	Medals	Crowd Control Buses	Runner Assistance	Screaming Fans #1.9/9.7	Water Stop #4.1	Water Stop #11.3	
	Refreshments	Crowd Control Start Viewing	Volunteer Tent	Water Stop #2.8	Water Stop #6.2	Water Stop #12.3	
	Runner Direction Finish	Race Retreat	Water Start	Water Stop #8.9	Water Stop #7.1	Screaming Fans #1.4/11.0	
	Water Finish	VIP Check In Tent		Water Stop #9.9			



Zonie Responsibilities

Pre-event:

- Refer to event schedule for report time and parking location
- Attend event meeting (if applicable)
- Attend event walkthrough (if applicable)

Event weekend:

- Check in at the Volunteer tent
- Collect all event items
- Test phone/radio (if applicable)
- Make sure all areas get to location and are show ready according to designated time (please refer to Team Leader timeline)
- Troubleshoot any challenges that may arise
- Course Zonies transporting volunteers to water Stops and or food stops
- Make sure volunteers follow ALL Safety Guidelines
- Make sure ALL areas follow set up / clean up procedures

Post-event:

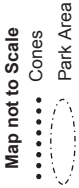
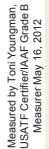
- Check out at the Volunteer tent
- Return all event materials
- Course Zonies ONLY work with Course Lead to return van (if applicable)
- Provide event recap to Volunteer manager

Start/Staging/Finish

Zonie Timeline

Volunteer Positions	Team Leader Name	Check In Time	Check Out Time	Total Volunteers
Simba Zone - Ed Beery & Mark Fertig (Volunteer Manager - Inez Almestica)				
Runner Direction - Race Start Team Leader	Steve Fisher / Carlos Crespo / John Konicek	1:00 AM	7:30 AM	4
Runner Direction - Race Start Volunteer		2:00 AM	7:30 AM	112
Heat Sheets / Cool Towels Team Leader	Katlyn Stoneburner	1:00 AM	11:30 AM	1
Heat Sheets / Cool Towels Volunteer- Timber Creek HS FL Future Educator		2:00 AM	11:30 AM	30
Bonus Medals Team Leader	Ramon Tejeda	1:30 AM	11:30 AM	1
Bonus Medals Volunteer		2:30 AM	11:30 AM	40
Medal Team Leader	Patrick Gee	2:15 AM	11:30 AM	1
Medal Volunteer		3:15 AM	11:30 AM	30
Refreshment Team Leader	Debbie Wennerstrom	2:15 AM	11:30 AM	1
Refreshment Volunteer		3:15 AM	11:30 AM	15
Refreshment Volunteer - UHS Rho Kappa		3:15 AM	11:30 AM	25
Water Finish Team Leader	Joyce Raffan	2:15 AM	11:30 AM	1
Water Finish Volunteer		3:15 AM	11:30 AM	20
Water Finish Volunteer - Central FL SKlub		3:15 AM	11:30 AM	15
Runner Direction - Race Finish Team Leader	Juan Chong / David Tedlow / Frank Rizzi	4:30 AM	11:00 AM	2
Runner Direction - Race Finish Volunteer		5:30 AM	11:00 AM	52
Runner Direction - Race Finish Volunteer - Four Lakers		5:30 AM	11:00 AM	18
Runner Direction - Race Finish Volunteer - Heal the World		5:30 AM	11:00 AM	20
Tigger Zone - Beth Anderson (Volunteer Manager - Sam Spragens)				
Race Retreat Lounge Team Leader	Linda White	12:30 AM	7:30 AM	1
Race Retreat Lounge Volunteer		1:30 AM	7:30 AM	16
Crowd Control Monorail Team Leader	Karen Ferrari	1:00 AM	7:30 AM	1
Crowd Control Monorail Volunteer		2:00 AM	7:30 AM	38
Crowd Control Start Viewing Team Leader	Sophia Alleman / Tina Kampouris	2:15 AM	8:30 AM	2
Crowd Control Start Viewing Volunteer		3:15 AM	8:30 AM	45
chEAR Team Leader	Frank Carrol	3:15 AM	11:30 AM	1
chEAR Volunteer		3:15 AM	11:30 AM	3
chEAR Volunteer - Frank's Caroller's Team		3:15 AM	11:30 AM	7
VIP Escort Team Leader	NO TEAM LEADER			
VIP Escort Volunteer		3:15 AM	11:30 AM	2
Crowd Control Buses Team Leader	Fran Lynch	5:30 AM	11:30 AM	1
Crowd Control Buses Volunteer		6:30 AM	11:30 AM	48
Race Retreat Lounge Team Leader	Linda White	5:30 AM	11:30 AM	1
Race Retreat Lounge Volunteer		6:30 AM	11:30 AM	16
Bambi & Buzz Zones - Fred Rosenthal (Volunteer Manager - Tim Brought)				
Transportation Epcot Volunteer Tent Team Leader	Chuck Matthews	12:00 AM	7:30 AM	1
Transportation Epcot Volunteer Tent Volunteer		1:00 AM	7:30 AM	3
gEAR Check Team Leader	Sally Bombardo	12:30 AM	8:30 AM	1
gEAR Check Volunteer		1:30 AM	8:30 AM	52
gEAR Check Volunteer - Couples for Christ		1:30 AM	8:30 AM	25
Water Start Team Leader	Carl Gill	12:30 AM	8:30 AM	1
Water Start Volunteer		1:30 AM	8:30 AM	10
Runner Assistance Team Leader	Michelle Kern / Michael Kern	1:30 AM	11:00 AM	2
Runner Assistance Volunteer		2:30 AM	11:00 AM	6
Transportation Epcot Volunteer Tent Team Leader	Chuck Matthews	5:00 AM	11:30 AM	1
Transportation Epcot Volunteer Tent Volunteer		6:00 AM	11:30 AM	6
gEAR Check Team Leader	Kevin Dunn	5:30 AM	11:30 AM	1
gEAR Check Volunteer		6:30 AM	11:30 AM	25
gEAR Check Volunteer - Hampton Education		6:30 AM	11:30 AM	50
gEAR Check Volunteer - Melinda's Favorite Friends		6:30 AM	11:30 AM	20
gEAR Check Volunteer - Plantation of Leesburg		6:30 AM	11:30 AM	15
gEAR Check Volunteer - Plantation Packers		6:30 AM	11:30 AM	15
gEAR Check Volunteer - Sweetwater Golf & Tennis		6:30 AM	11:30 AM	50
OHANA Team Leader	NO TEAM LEADER			
OHANA Volunteer		6:30 AM	11:30 AM	5
Water Start Team Leader	Carl Gill	6:30 AM	11:30 AM	1
Water Start Volunteer		NO VOLUNTEERS		

Lake Buena Vista, FL



Team Leaders - By Position

First Name	Last Name	Team Leader Position
Ramon	Tejeda	Bonus Medals Team Leader
Frank	Carroll	chEAR Team Leader
Karen	Allen	Course Monitor Epcot Team Leader
Francie	Wilhelm	Course Monitor Magic Kingdom Team Leader
Richard	Wilhelm	Course Monitor Magic Kingdom Team Leader
Fran	Lynch	Crowd Control Buses Team Leader
Karen	Ferreri	Crowd Control Monorail Team Leader
Sophia	Allman	Crowd Control Start Viewing Team Leader
Tina	Kampouris	Crowd Control Start Viewing Team Leader
Peter	Curran	Food Stop #8.5 Team Leader
Sally	Bombardo	gEAR Check Team Leader
Kevin	Dunn	gEAR Check Team Leader
Michael	Lopez	Half Zonie- Course Lead
Matthew	Morgan	Half Zonie- Epcot
Bob	Heaton	Half Zonie- Magic Kingdom
Ed	Beery	Half Zonie- Start / Finish Area
Mark	Fertig	Half Zonie- Start / Finish Area
Beth	McKenna	Half Zonie- World Drive
Beth	Anderson	Half Zonie-Staging Area
Fred	Rosenthal	Half Zonie-Staging Area
Katlyn	Stoneburner	Heat Sheets / Cool Towels Team Leader
Patrick	Gee	Medal Team Leader
Kathleen	Price	PowerADE Stop #0.8 Team Leader
Noelle	Hyers	PowerADE Stop #2.8 Team Leader
Nedra	Wergin	PowerADE Stop #4.1 Team Leader
Randy	Martin	PowerADE Stop #6.2 Team Leader
Andra	Frederick	PowerADE Stop #7.1 Team Leader
Stephen	Cox	PowerADE Stop #8.9 Team Leader
Janice	Carl	PowerADE Stop #9.9 Team Leader
Karan	Winfield	PowerADE Stop #11.3 Team Leader
Kelleigh	Weld	PowerADE Stop #12.3 Team Leader
Linda	White	Race Retreat Lounge Team Leader
Debbie	Wennerstrom	Refreshment Team Leader
Michael	Kern	Runner Assistance Team Leader
Michelle	Kern	Runner Assistance Team Leader
Juan	Chong	Runner Direction - Race Finish Team Leader
Frank	Rizzi	Runner Direction - Race Finish Team Leader
David	Tedlow	Runner Direction - Race Finish Team Leader
Carlos	Crespo	Runner Direction - Race Start Team Leader
Steve	Fisher	Runner Direction - Race Start Team Leader
John	Konicek	Runner Direction - Race Start Team Leader
Timothy	Stanford	Screaming Fan #1.4/11.0 Team Leader
Jo	Manner-Howerton	Screaming Fan #1.9/9.7 Team Leader
Evelyn	Cohen	Screaming Fan #4.9 Team Leader
Chuck	Matthews	Transportation - Epcot Tent Team Leader
Rick	Harling	Transportation - Main Volunteer Tent Team Leader
Veronica	Spaterna	Volunteer Check In Tent Team Leader - Sports Building
Joyce	Raffen	Water Finish Team Leader
Carl	Gill	Water Start Team Leader
Beth	Otto	Water Stop #0.8 Team Leader
Elizabeth	Hyers	Water Stop #2.8 Team Leader
Debra	Horn	Water Stop #4.1 Team Leader
Tammy	Martin	Water Stop #6.2 Team Leader
Paul	Baumbach	Water Stop #7.1 Team Leader
Debbie	Cox	Water Stop #8.9 Team Leader
Kimberly	Kirschner	Water Stop #9.9 Team Leader
John	Goodpasture	Water Stop #11.3 Team Leader
Donald	Weber	Water Stop #12.3 Team Leader

Team Leaders - By Last Name

First Name	Last Name	Team Leader Position
Karen	Allen	Course Monitor Epcot Team Leader
Sophia	Allman	Crowd Control Start Viewing Team Leader
Beth	Anderson	Half Zonie-Staging Area
Paul	Baumbach	Water Stop #7.1 Team Leader
Ed	Beery	Half Zonie- Start / Finish Area
Sally	Bombardo	gEAR Check Team Leader
Janice	Carl	PowerADE Stop #9.9 Team Leader
Frank	Carroll	chEAR Team Leader
Juan	Chong	Runner Direction - Race Finish Team Leader
Evelyn	Cohen	Screaming Fan #4.9 Team Leader
Debbie	Cox	Water Stop #8.9 Team Leader
Stephen	Cox	PowerADE Stop #8.9 Team Leader
Carlos	Crespo	Runner Direction - Race Start Team Leader
Peter	Curran	Food Stop #8.5 Team Leader
Kevin	Dunn	gEAR Check Team Leader
Karen	Ferreri	Crowd Control Monorail Team Leader
Mark	Fertig	Half Zonie- Start / Finish Area
Steve	Fisher	Runner Direction - Race Start Team Leader
Andra	Frederick	PowerADE Stop #7.1 Team Leader
Patrick	Gee	Medal Team Leader
Carl	Gill	Water Start Team Leader
John	Goodpasture	Water Stop #11.3 Team Leader
Rick	Harling	Transportation - Main Volunteer Tent Team Leader
Bob	Heaton	Half Zonie- Magic Kingdom
Debra	Horn	Water Stop #4.1 Team Leader
Elizabeth	Hyers	Water Stop #2.8 Team Leader
Noelle	Hyers	PowerADE Stop #2.8 Team Leader
Tina	Kampouris	Crowd Control Start Viewing Team Leader
Michael	Kern	Runner Assistance Team Leader
Michelle	Kern	Runner Assistance Team Leader
Kimberly	Kirschner	Water Stop #9.9 Team Leader
John	Konicek	Runner Direction - Race Start Team Leader
Michael	Lopez	Half Zonie- Course Lead
Fran	Lynch	Crowd Control Buses Team Leader
Jo	Manner-Howerton	Screaming Fan #1.9/9.7 Team Leader
Randy	Martin	PowerADE Stop #6.2 Team Leader
Tammy	Martin	Water Stop #6.2 Team Leader
Chuck	Matthews	Transportation - Epcot Tent Team Leader
Beth	McKenna	Half Zonie- World Drive
Matthew	Morgan	Half Zonie- Epcot
Beth	Otto	Water Stop #0.8 Team Leader
Kathleen	Price	PowerADE Stop #0.8 Team Leader
Joyce	Raffen	Water Finish Team Leader
Frank	Rizzi	Runner Direction - Race Finish Team Leader
Fred	Rosenthal	Half Zonie-Staging Area
Veronica	Spaterna	Volunteer Check In Tent Team Leader - Sports Building
Timothy	Stanford	Screaming Fan #1.4/11.0 Team Leader
Katlyn	Stoneburner	Heat Sheets / Cool Towels Team Leader
David	Tedlow	Runner Direction - Race Finish Team Leader
Ramon	Tejeda	Bonus Medals Team Leader
Donald	Weber	Water Stop #12.3 Team Leader
Kelleigh	Weld	PowerADE Stop #12.3 Team Leader
Debbie	Wennerstrom	Refreshment Team Leader
Nedra	Wergin	PowerADE Stop #4.1 Team Leader
Linda	White	Race Retreat Lounge Team Leader
Francie	Wilhelm	Course Monitor Magic Kingdom Team Leader
Richard	Wilhelm	Course Monitor Magic Kingdom Team Leader
Karan	Winfield	PowerADE Stop #11.3 Team Leader



Team Leader Responsibilities

Pre-event:

- Refer to Event Schedule for report time and parking location
- Attend event meeting (if applicable)
- Attend area walkthrough (if applicable)

Event weekend:

- Check-in at the Volunteer tent
- Collect all event items
- Test phone/radio (if applicable)
- Report to assigned bus to greet volunteers
- Ensure ONLY your area volunteers get on the bus by verifying credentials
- Leave on time to go to the assigned area using survival guide
- Provide turn by turn directions to bus driver (if applicable)
- Provide volunteers with expectations, roles and ensure volunteers are motivated to do their best
- Troubleshoot any challenges that may arise with the help of your Zonie
- Make sure volunteers follow ALL Safety Guidelines
- Make sure ALL areas follow set up / clean up procedures
- Contact communications when you are at your location and are show ready

Post-event:

- Check-out at the Volunteer tent
- Return all event materials
- Provide event recap to Volunteer manager



Volunteer Responsibilities

gEAR Check:

- Collect and return runners personal belongings
- Make sure belongings are properly identified by race number sticker
- Store in appropriate area and order

ChEAR Area:

- ONLY spectators with wristband will enter this area
- Keep other spectators without wristband out of this area

Course Monitors:

- Direct runners to remain on course

Finish Area:

- Assist setting up refreshments, medals, and other items at the finish area
- Distribute refreshments, medals, and other items at the finish area

Food Stops:

- Set and prepare food items for participants
- Distribute food items to participants

OHANA Tent:

- Assist runners that were unable to finish the race

Race Retreat Lounge:

- Pre-purchased, ONLY runners with corresponding wristband can enter tent, until 5:30 a.m. when Platinum ChEAR Squad can enter
- Assist with gEAR check, giveaways, crowd control, and runner tracking
- Volunteers will be identified by wristband

Runner Direction/Spectator Viewing:

- Direct spectators and runners to designated areas
- Keep runners moving

Screaming Fans:

- Cheer and encourage runners

Transportation:

- Help Team Leader align and place signs in buses
- Ensure buses depart according to timeline

Volunteer tent:

- Help set up tent
- Check in/out volunteers
- Distribute items to volunteers

Water/Powerade Stops:

- Set and prepare water or Powerade for runners
- Distribute water or Powerade to runners

Water Start/Finish:

- Set-up water tables in designated area
- Layer cups on tables and fill with water approximately 1/2 full
- Fill as many cups as possible prior to runners arrival



Volunteer Tent

Timeline

11:30 a.m.	Team Leader(s) check in at Volunteer tent
12:30 a.m.	Volunteer tent (20) volunteers check in at Volunteer tent
1:30 a.m.	Volunteer location is show ready First volunteers start arriving
5:30 a.m.	Race start
6:00 a.m.	Second shift Volunteer Tent (12) volunteers check in at Volunteer tent
6:30 a.m.	First shift Volunteer Tent volunteers check out at Volunteer tent
11:30 a.m.	Last volunteers check out
11:50 a.m.	Volunteer location is clean and clear
12:00 p.m.	Team Leader(s) and volunteers check out at Volunteer tent

Transportation

Timeline

Date	Time	Action
2/22/2015	1:30 a.m.	Buses #1-#7 begin shuttle service to Start/Staging/Finish areas
2/22/2015	2:30 a.m.	Buses #8 & #9 depart Volunteer Tent to Runner Direction Start location
2/22/2015	3:30 a.m.	Buses #10 & #11 depart Volunteer Tent to Water Stop 0.8 location
2/22/2015	3:45 a.m.	Buses #1-#7 suspends shuttle service to Start/Staging/Finish areas (Notify Inez or Tim of last bus departure)
2/22/2015	3:45 a.m.	Buses #12 & #13 depart Volunteer Tent to Water Stop 2.8 location
2/22/2015	3:45 a.m.	Buses #14 & #15 depart Volunteer Tent to Water Stop 4.1 location
2/22/2015	4:00 a.m.	Buses #16 & #17 depart Volunteer Tent to Water Stop 6.2 location
2/22/2015	4:15 a.m.	Buses #18 & #19 depart Volunteer Tent to Water Stop 7.1 location
2/22/2015	4:15 a.m.	Buses #22 & #23 depart Volunteer Tent to Water Stop 8.9 location
2/22/2015	4:15 a.m.	Buses #24 & #25 depart Volunteer Tent to Water Stop 9.9 location
2/22/2015	4:30 a.m.	Buses #26 departs Volunteer Tent to Food Stop 8.5 location
2/22/2015	4:30: a.m.	Buses #29 departs Volunteer Tent to Course Monitor MK location
2/22/2015	4:30 a.m.	Buses #20 & #21 depart Volunteer Tent to Water Stop 11.3 location
2/22/2015	4:30 a.m.	Buses #27 & #28 depart Volunteer Tent to Water Stop 12.3 location
2/22/2015	4:30 a.m.	Buses #34 departs Volunteer Tent to Screaming Fans 1.4/11.0 location
2/22/2015	4:45 a.m.	Buses #32 departs Volunteer Tent to Screaming Fans 1.9/9.7 location
2/22/2015	4:45 a.m.	Buses #33 departs Volunteer Tent to Screaming Fans 4.9 location
2/22/2015	5:00 a.m.	Buses #35 departs Volunteer Tent to Course Monitor Epcot location
2/22/2015	5:45 a.m.	Buses #1-#7 resume shuttle service to Start/Staging/Finish areas (only after notification from Manager that shuttle can resume)
2/22/2015	12:30 a.m.	Buses #1-#7 ends shuttle service to Start/Staging/Finish areas





Staging/Finish Staging Area Bus Driving Directions

Getting There

- From Volunteer Check-In area, make a right onto Buena Vista Drive
- Turn left at tenth traffic light onto Bonnet Creek Pkwy
- Turn left at first traffic light onto Overpass Road
- Continue straight through traffic light
- Turn right at Woodpecker Lane
- Turn left at Wonder Lot - Volunteer tent

Returning

- Exit Wonder Lot Parking Lot
- Cross Overpass Road into Epcot Cast lot
- Turn left at end of Cast lot
- Continue through white lift gate
- Turn right at Backstage Lane
- Turn right at Buena Vista Drive
- Turn left at ninth traffic light into Disney's Blizzard Beach Water Park
- Drop volunteers at Volunteer tent

Como Llegar

- Salir de la zona de voluntarios y haga una derecha en Buena Vista Drive
- Haga una izquierda en la decima luz en Bonnet Creek Pkwy
- Haga una izquierda en la proxima luz Overpass Road
- Continue derecho hasta que pase la luz
- Haga una derecha en Woodpecker Lane
- Haga una izquierda en Wonder Lot - Volunteer tent

Direcciones de Retorno

- Salir de la zona de Voluntarios
- Cruze Overpass Road hacia el estacionamiento de empleados
- Haga una izquierda al final del estacionamiento
- Pase por el brazo blanco de seguridad
- Haga una derecha en Backstage Lane
- Haga una derecha en Buena Vista Drive
- Haga una izquierda en la novena luz en Disney's Blizzard Beach Water Park (Parque Acuatico)
- Deje los voluntarios frente a la carpa de voluntarios



Bonus Medals Tent

Timeline

1:30 a.m.	Team Leader(s) check in at Volunteer tent
2:30 a.m.	Bonus Medals Tent (40) volunteers check in at Volunteer tent
3:00 a.m.	Bus will leave Volunteer tent
3:15 a.m.	Bus will arrive at volunteer location
5:20 a.m.	Volunteer location is show ready
5:30 a.m.	Race start
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:04 a.m.	Bus departs volunteer location
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent



ChEAR Area

Timeline

3:15 a.m.	Team Leader(s) and ChEAR (10) volunteers check in at Volunteer tent
3:45 a.m.	Bus will leave Volunteer tent
4:00 a.m.	Bus will arrive at volunteer location
5:00 a.m.	Volunteer location is show ready
5:30 a.m.	Race start
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:04 a.m.	Bus departs volunteer location
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent



Crowd Control Monorail

Timeline

1:00 a.m.	Team Leader(s) check in at Volunteer tent
2:00 a.m.	Crowd Control Monorails (38) volunteers check in at Volunteer tent
2:30 a.m.	Bus will leave Volunteer tent
2:45 a.m.	Bus will arrive at volunteer location
3:30 a.m.	Volunteer location is show ready Participants and guests start arriving
5:30 a.m.	Race start
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
7:04 a.m.	Volunteer location is clean and clear
7:14 a.m.	Bus departs volunteer location
7:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent



Crowd Control Buses

Timeline

5:30 a.m.	Team Leader(s) check in at Volunteer tent
6:30 a.m.	Crowd Control Buses (48) volunteers check in at Volunteer tent
6:44 a.m.	First runner finish
7:00 a.m.	Bus will leave Volunteer tent
7:15 a.m.	Bus will arrive at volunteer location
7:30 a.m.	Volunteer location is show ready
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:04 a.m.	Bus departs volunteer location
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Crowd Control Start Viewing

Timeline

2:15 a.m.	Team Leader(s) check in at Volunteer tent
3:15 a.m.	Crowd Control Start Viewing (45) volunteers check in at Volunteer tent
3:45 a.m.	Bus will leave Volunteer tent
4:00 a.m.	Bus will arrive at volunteer location
4:30 a.m.	Volunteer location is show ready
5:30 a.m.	Race start
6:20 a.m.	First wheelchair finish
6:40 a.m.	Start is clear
7:10 a.m.	Volunteer location is clean and clear
7:20 a.m.	Bus departs volunteer location
8:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





gEAR Check

Timeline

12:30 a.m.	Team Leader(s) check in at Volunteer tent
1:30 a.m.	gEAR Check (77) volunteers check in at Volunteer tent
2:00 a.m.	Bus will leave Volunteer tent
2:15 a.m.	Bus will arrive at volunteer location
3:00 a.m.	Volunteer location is show ready
3:30 a.m.	Participants and guests start arriving
5:30 a.m.	Race start Secound Shift gEAR Check Team Leader Check In at Volunteer tent
6:20 a.m.	First wheelchair finish
6:30 a.m.	Secound shift gEAR Check (175) volunteers check in at Volunteer tent
6:44 a.m.	First runner finish
8:30 a.m.	First shift gEAR Check volunteers and Team Leader check out at Volunteer tent
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:04 a.m.	Bus departs volunteer location
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent



Heat Sheets/Cool Core

Timeline

1:00 a.m.	Team Leader(s) check in at Volunteer tent
2:00 a.m.	Heat Sheet/Cool Core (30) volunteers check in at Volunteer tent
2:30 a.m.	Bus will leave Volunteer tent
2:45 a.m.	Bus will arrive at volunteer location
5:30 a.m.	Race start
6:00 a.m.	Volunteer location is show ready
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:04 a.m.	Bus departs volunteer location
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Medals

Timeline

2:15 a.m.	Team Leader(s) check in at Volunteer tent
3:15 a.m.	Medals (30) volunteers check in at Volunteer tent
3:45 a.m.	Bus will leave Volunteer tent
4:00 a.m.	Bus will arrive at volunteer location
5:30 a.m.	Race start
6:00 a.m.	Volunteer location is show ready
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:04 a.m.	Bus departs volunteer location
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Race Retreat Lounge

Timeline

12:30 a.m.	Team Leader(s) check in at Volunteer tent
1:30 a.m.	Race Retreat Lounge (16) volunteers check in at Volunteer tent
2:00 a.m.	Bus will leave Volunteer tent
2:15 a.m.	Bus will arrive at volunteer location
3:30 a.m.	Volunteer location is show ready Participants and guests start arriving
5:30 a.m.	Race start
6:20 a.m.	First wheelchair finish
6:30 a.m.	Secound shift Race Retreat Lounge (16) volunteers check in at Volunteer tent
6:44 a.m.	First runner finish
7:30 a.m.	First shift Race Retreat Lounge volunteers check out at Volunteer tent
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:04 a.m.	Bus departs volunteer location
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Refreshments

Timeline

2:15 a.m.	Team Leader(s) check in at Volunteer tent
3:15 a.m.	Refreshment (40) volunteers check in at Volunteer tent
3:45 a.m.	Bus will leave Volunteer tent
4:00 a.m.	Bus will arrive at volunteer location
5:30 a.m.	Race start
6:00 a.m.	Volunteer location is show ready
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:04 a.m.	Bus departs volunteer location
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent



Runner Assistance

Timeline

1:30 a.m.	Team Leader(s) check in at Volunteer tent
2:30 a.m.	Runner Assistance (6) volunteers check in at Volunteer tent
3:00 a.m.	Bus will leave Volunteer tent
3:15 a.m.	Bus will arrive at volunteer location
3:10 a.m.	Select volunteers to place at the Family Reunion and Imagine Lot areas as directional volunteers Note: Provide quick review of area (example: Race Retreat, Main Medical, Massage, Food & Beverage tents, etc.)
3:30 a.m.	Volunteer location is show ready Participants start arriving
5:30 a.m.	Race start
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
10:24 a.m.	Last walker finish
10:44 a.m.	Volunteer location is clean and clear
11:54 a.m.	Bus departs volunteer location
11:00 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Runner Direction Finish

Timeline

4:30 a.m.	Team Leader(s) check in at Volunteer tent
5:30 a.m.	Runner Direction Finish (90) volunteers check in at Volunteer tent
6:00 a.m.	Bus will leave Volunteer tent
6:15 a.m.	Bus will arrive at volunteer location
6:20 a.m.	First wheelchair finish
6:30 a.m.	Volunteer location is show ready
6:44 a.m.	First runner finish
10:24 a.m.	Last walker finish
10:44 a.m.	Volunteer location is clean and clear
10:54 a.m.	Bus departs volunteer location
11:00 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Runner Direction Start

Timeline

1:00 a.m.	Team Leader(s) check in at Volunteer tent
2:00 a.m.	Runner Direction Start (112) volunteers check in at Volunteer tent
2:30 a.m.	Bus will leave Volunteer tent
2:45 a.m.	Bus will arrive at volunteer location
3:55 a.m.	Volunteer location is show ready
5:33 a.m.	Wheelchairs start
5:35 a.m.	First corral “A” start
6:36 a.m.	Last corral “P” start
6:40 a.m.	Start area clear of all participants
7:10 a.m.	Volunteer location is clean and clear
7:15 a.m.	Bus departs volunteer location
7:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Runner Direction Start Bus Driving Directions

Getting There

- From Volunteer Check-In area, make a right turn into Buena Vista Drive
- Turn left at tenth traffic light onto Bonnet Creek Pkwy
- Turn left at first traffic light onto Overpass Road
- Continue straight through traffic light
- Turn left at Epcot Cast parking lot
- Park bus at available parking space

Returning

- Exit Epcot Cast lot via Living Well Center (Health Center) white lift gate
- Turn right at Backstage Lane
- Turn right at Buena Vista Drive
- Turn left ninth traffic light into Blizzard Beach Water Park
- Drop volunteers at Volunteer Tent

Como Llegar

- Salir de la zona de voluntarios y haga una derecha en Buena Vista Drive
- Haga una izquierda en decima luz Backstage Lane
- Haga una izquierda en proxima luz Overpass Road
- Continue derecho pasando la luz
- Haga una izquierda hacia el estacionamiento de empleados
- Estacione el autobus donde encuentre espacio

Direcciones de Retorno

- Salir del estacionamiento pasando por el brazo blanco de seguridad (Living Well Center)
- Haga una derecha en Backstage Lane
- Haga una derecha en Buena Vista Drive
- Haga una izquierda en la novena luz Blizzard Beach (Parque Acuatico)
- Deje los voluntarios frente a la carpa de voluntarios





Transportation Volunteer Tent *Epcot*®

Timeline

12:00 a.m.	Team Leader(s) check in at Volunteer tent
1:00 a.m.	Transportation <i>Epcot</i> ® (3) volunteers check in at Volunteer tent
1:30 a.m.	Bus will leave Volunteer tent
1:45 a.m.	Bus will arrive at volunteer location
1:50 a.m.	Volunteer location is show ready Volunteers start arriving
3:45 a.m.	Woodpecker Lane Close - Volunteer buses stop operation
5:30 a.m.	Race start
5:45 a.m.	Woodpecker Lane Reopens - Volunteers buses start arriving for second shift
6:00 a.m.	Second shift Transportation <i>Epcot</i> ® (6) volunteers check in at Volunteer tent
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
7:30 a.m.	First shift Transportation <i>Epcot</i> ® volunteers check out at the volunteer tent
10:24 a.m.	Last walker finish
11:00 a.m.	Last volunteer shuttle departs
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Water Start

Timeline

12:30 a.m.	Team Leader(s) check in at Volunteer tent
1:30 a.m.	Water Start (10) volunteers check in at Volunteer tent
2:00 a.m.	Bus will leave Volunteer tent
2:15 a.m.	Bus will arrive at volunteer location
3:30 a.m.	Volunteer location is show ready Participants and guests start arriving
5:30 a.m.	Race start
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
8:15 a.m.	Water Start volunteers take bus back to Volunteer tent Team Leader(s) will stay at location assisting participants
8:30 a.m.	Water Start volunteers will check out at Volunteer tent
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:30 a.m.	Team Leader(s) will check out at Volunteer tent





Water Finish

Timeline

2:15 a.m.	Team Leader(s) check in at Volunteer tent
3:15 a.m.	Water Finish (35) volunteers check in at Volunteer tent
3:45 a.m.	Bus will leave Volunteer tent
4:00 a.m.	Bus will arrive at volunteer location
5:50 a.m.	Volunteer location is show ready
6:20 a.m.	First wheelchair finish
6:44 a.m.	First runner finish
10:24 a.m.	Last walker finish
10:54 a.m.	Volunteer location is clean and clear
11:04 a.m.	Bus departs volunteer location
11:30 a.m.	Team Leader(s) and volunteers check out at Volunteer tent



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Water Stop Setup

Setup

- Unwrap material pallets - ensure stir sticks and centra boards do not touch the ground
- Set up water tables on side of race route (DO NOT set up on course)
- Clean and dry tables with sanitizing wipes and paper towels before placing cups
- Set up tables according to specifications in survival guide
- Set up Powerade tables first and then water tables
- Have all volunteer wear single use gloves before handling water, Powerade, cups, etc.
- Fill as many cups 2/3 full as possible prior to runners arrival
- Cover top layer with centra boards until first runner comes through
- Have a group on your water station dedicated to replenishing the cups with water and Powerade
- Sanitary, single use gloves must be worn at all times

Distribution

- Attempt to “hand off” water cups to runners whenever possible
- Do not stand in the middle of the race path, stand along the side of the race route
- Change single use gloves regularly, as they get dirty or as needed

Cleanup

- Keep area clean at all times
- Prepare your water station for clean up before the race begins
- Build trash cans, put several liners inside and tape to the outside of the cans
- Distribute trash cans about 20 feet apart
- Place empty water bottles in clear plastic bags
- Break down cardboard boxes and stack them behind water stop tables
- Wait for custodial team to dump/clear unused water cups off tables then break down tables
- Break down tables and chairs and place them at the same location you found them
- Clean up all cups from your station and surrounding area
- Fill the trash bag liners as quickly as you can and keep replacing the bags in the boxes
- Place recycle items (clothes and empty water bottles) in clear plastic bags and all trash in black plastic bags





Powerade Stop Setup

Setup

- Follow Water Stop “SETUP” process
- Place coolers on top of tables
- Use coolers for Powerade mix (coolers must not touch the ground)
- Mix one Powerade bag per 10 gallons
- Use stir sticks to mix Powerade (sticks should not touch table)
- After mixing Powerade, cover with cooler lid
- Use hose to get Powerade mix from coolers (please no dipping inside coolers)
- Gloves must be worn at all times

Distribution

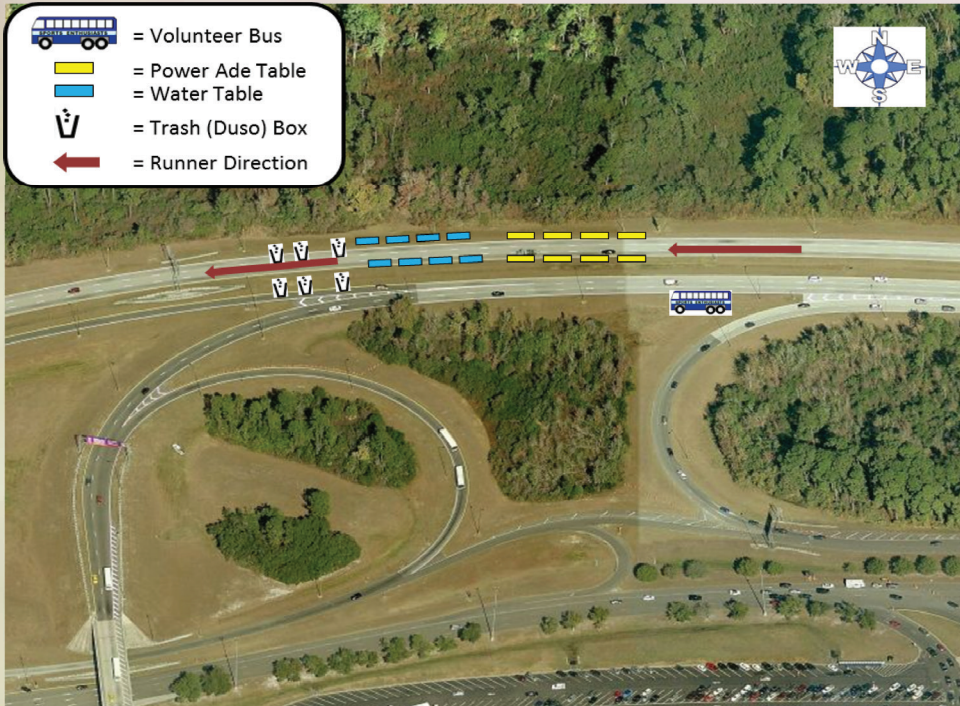
- Attempt to “hand off” Powerade cups to runners whenever possible
- DO NOT stand in the middle of the race path, stand along the side of the race route
- Change single use gloves regularly, as they get dirty or as needed

Cleanup

- Keep area clean at all times
- Prepare your Powerade station for cleanup before the race begins
- Build trash cans, put several liners inside and tape to the outside of the cans
- Distribute trash cans about 20 feet apart
- Place empty water bottles in clear plastic bags
- Break down cardboard boxes and stack behind Powerade tables
- Wait for custodial team to dump/clear unused water cups off tables then break down tables
- Empty any remaining Powerade out of bottles and place empty bottles in clear plastic bags for recycling
- Do not dump any remaining Powerade in drains that lead directly to a water source
- Break down tables and chairs and place them at the same location you found them
- Clean up all cups from your station and surrounding area
- Fill the trash bag liners as quickly as you can and keep replacing the bags in the boxes
- Place recycle items (clothes and empty water bottles) in clear plastic bags and all trash in black plastic bags



Water & Powerade Stop #0.8



Epcot Center Drive

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 65

Table Setup: Begin at light pole #109





Water & Powerade Stop #0.8

Timeline

11:00 p.m.	Road closure initiated
2:00 a.m.	Team Leader(s) check in at Volunteer tent
3:00 a.m.	Water (55) and Power Ade (55) volunteers check in at Volunteer tent
3:30 a.m.	Bus will leave Volunteer tent
4:00 a.m.	Bus will arrive at Volunteer location
5:31 a.m.	Volunteer location is show ready
5:36 a.m.	First wheelchair pass
5:39 a.m.	First runner pass
6:53 a.m.	Last walker pass
7:23 a.m.	Volunteer location is clean and clear
7:28 a.m.	Bus departs Volunteer location
7:58 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at tenth traffic light onto Bonnet Creek Parkway
- Make left turn at first traffic light onto Overpass Road
- Make right turn onto Woodpecker Lane
- Upon entering *Epcot*® parking lot, remain to right while passing runner staging area
- Follow edge of parking lot to second exit heading towards Downtown Disney® area

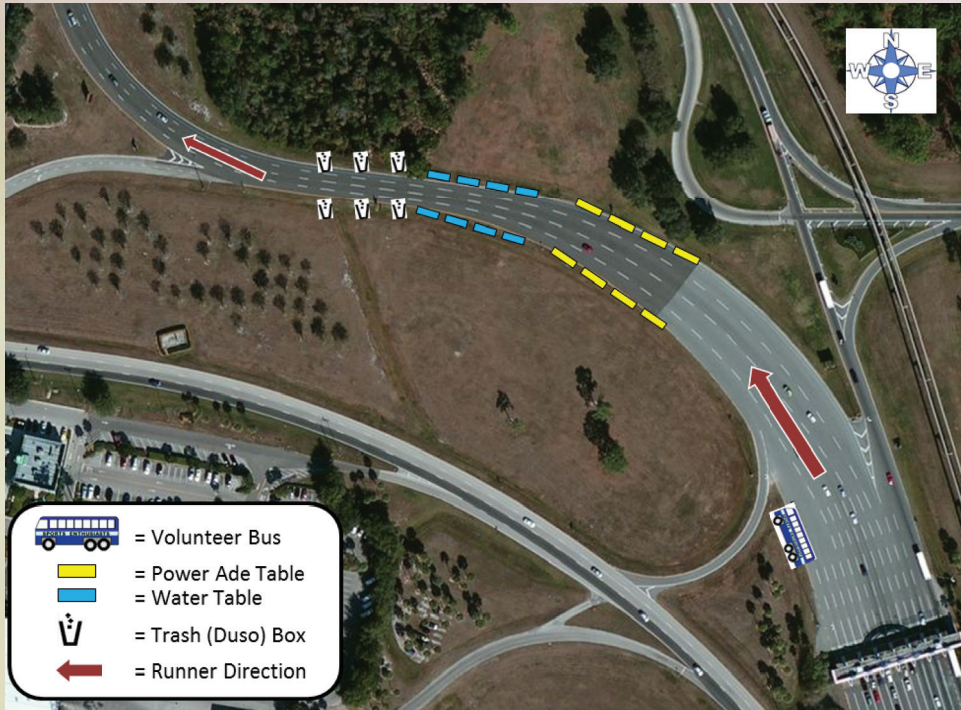
- At end of exit ramp, park bus in grass along Epcot Center Drive

Returning

- Continue straight heading East on Epcot Center Drive
- Exit to the right to "All Guest Areas"
- Make right turn at second traffic light onto Buena Vista Drive
- Make left turn at ninth traffic light into Disney's Blizzard Beach Water Park



Water & Powerade Stop #2.8



Roadway just past *Magic Kingdom*® Park auto plaza

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 60

Table Setup: Begin at 25 MPH sign



Water & Powerade Stop #2.8

Timeline

2:15 a.m.	Team Leader(s) check in at Volunteer tent
3:15 a.m.	Water (48) and Powerade (47) volunteers check in at Volunteer tent
3:30 a.m.	Road closure initiated
3:45 a.m.	Bus will leave Volunteer tent
4:15 a.m.	Bus will arrive at Volunteer location
5:38 a.m.	Volunteer location is show ready
5:43 a.m.	First wheelchair pass
5:49 a.m.	First runner pass
7:26 a.m.	Last walker pass
7:56 a.m.	Volunteer location is clean and clear
8:01 a.m.	Bus departs Volunteer location
8:31 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make right turn onto Floridian Way
- Make left turn onto driveway just before auto plaza
- Park bus on grass to right at end of bypass driveway

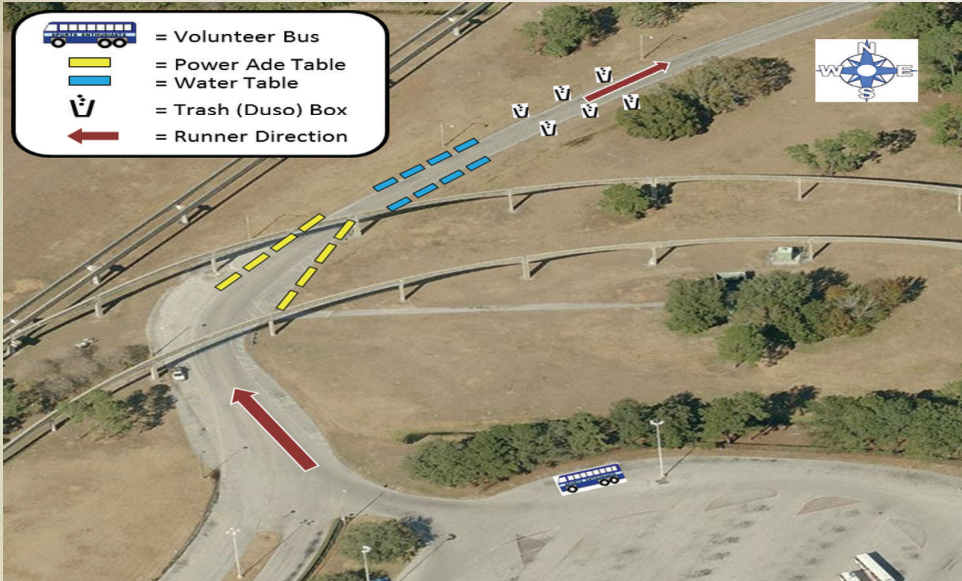
Returning

- Cross all lanes of traffic behind auto plaza to enter the far right lane
- Make right turn on exit ramp onto Vista Blvd heading towards Fort Wilderness
- Make right turn at first traffic light onto Bonnet Creek Parkway
- Make right turn at third traffic light onto Buena Vista Drive
- Make left turn at tenth traffic light into Disney's Blizzard Beach Water Park





Water & Powerade Stop #4.1



Topiary Lane exiting bus parking lot

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 60

Table Setup: Begin with paved driveway on right



Water & Powerade Stop #4.1

Timeline

2:15 a.m.	Team Leader(s) check in at Volunteer tent
3:15 a.m.	Water (43) and Powerade (42) volunteers check in at Volunteer tent
3:45 a.m.	Bus will leave Volunteer tent
4:15 a.m.	Bus will arrive at Volunteer location
5:43 a.m.	Volunteer location is show ready
5:48 a.m.	First wheelchair pass
5:56 a.m.	First runner pass
7:47 a.m.	Last walker pass
8:17 a.m.	Volunteer location is clean and clear
8:22 a.m.	Bus departs Volunteer location
8:52 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make left turn onto Floridian Way
- Make right turn at stop sign onto Seven Seas Drive
- Make left turn into "Bus Parking" lot
- Park bus at end of parking lot, volunteers walk to Topiary Lane

Returning

- Bus may proceed onto Topiary Lane to pick up volunteers
- Continue on Topiary Lane to end
- Make right turn onto World Drive
- Follow curve at end of World Drive to turn onto Vista Boulevard
- Make right turn at first traffic light onto Bonnet Creek Parkway
- Make right turn at third traffic light onto Buena Vista Drive
- Make left turn at tenth traffic light into Disney's Blizzard Beach Water Park



Water & Powerade Stop #6.2



Backstage *Magic Kingdom*® Park behind Splash Mountain

Security Access Required: Pass through *Magic Kingdom*® Park
Park 3 security kiosk

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 54

Table Setup: Begin with start of “Shed” building

Magic Kingdom® Park In Park Contact:
David-Michael Anstey (407) 427-7504





Water & Powerade Stop #6.2

Timeline

2:30 a.m.	Team Leader(s) check in at Volunteer tent
3:30 a.m.	Water (43) and Power Ade (42) volunteers check in at Volunteer tent
4:00 a.m.	Bus will leave Volunteer tent
4:30 a.m.	Bus will arrive at Volunteer location
5:51 a.m.	Volunteer location is show ready
5:56 a.m.	First wheelchair pass
6:08 a.m.	First runner pass
8:22 a.m.	Last walker pass
8:52 a.m.	Volunteer location is clean and clear
8:57 a.m.	Bus departs Volunteer location
9:27 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make left turn onto Floridian Way
- Make right turn at stop sign onto Seven Seas Drive
- Make left turn at first traffic light onto World Drive
- Continue through four way stop sign at train tracks onto Floridian Way
- Make left turn into *Magic Kingdom*® Park "Park 3" entrance

- Park bus in parking lot to immediate left and volunteers walk to location

Returning

- Make right turn from "Park 3" onto Floridian Way
- Continue through four way stop sign at train tracks onto World Drive
- Follow curve at end of World Drive to turn onto Vista Boulevard
- Make right turn at first traffic light onto Bonnet Creek Parkway
- Make right turn at third traffic light onto Buena Vista Drive
- Make left turn at tenth traffic light into



Water & Powerade Stop #7.1



Floridian Way in front of Disney's Grand Floridian Resort & Spa

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 50

Table Setup: Begin just south of intersection





Water & Powerade Stop #7.1

Timeline

2:45 a.m.	Team Leader(s) check in at Volunteer tent
3:45 a.m.	Water (38) and Power Ade (37) volunteers check in at Volunteer tent
4:15 a.m.	Bus will leave Volunteer tent
4:30 a.m.	Road closure initiated
4:45 a.m.	Bus will arrive at Volunteer location
5:54 a.m.	Volunteer location is show ready
5:59 a.m.	First wheelchair pass
6:12 a.m.	First runner pass
8:37 a.m.	Last walker pass
9:07 a.m.	Volunteer location is clean and clear
9:12 a.m.	Bus departs Volunteer location
9:42 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

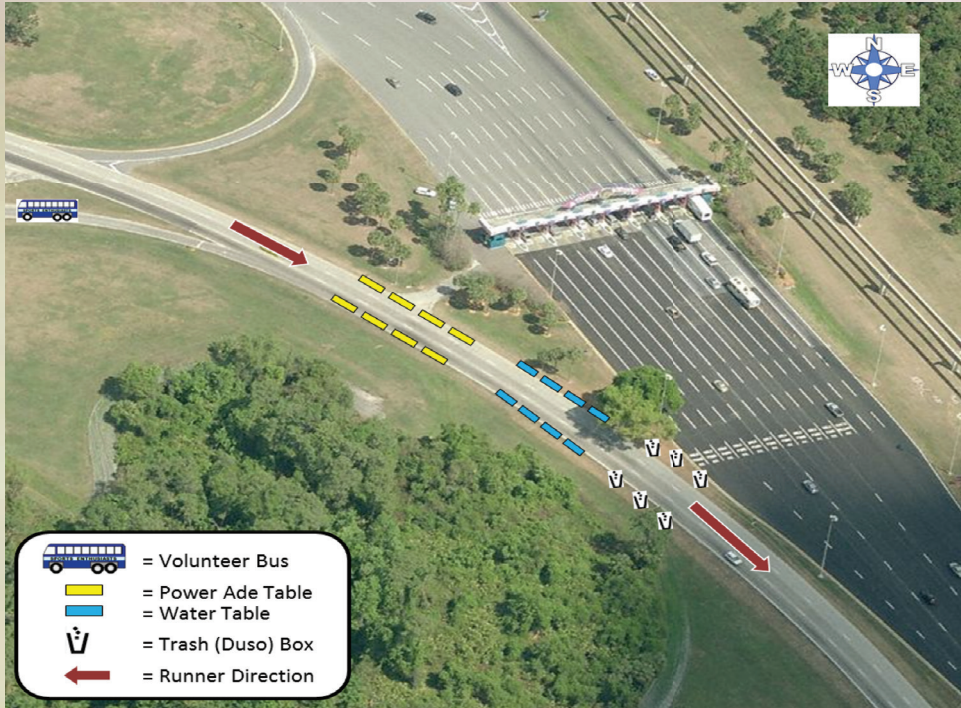
- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make left turn onto Floridian Way
- Continue straight at stop sign at Seven Seas Drive, following traffic direction protocol
- Make right turn into Wedding Pavilion parking lot and park bus
- Volunteers cross street and walk on sidewalk to location

Returning

- Volunteers walk on sidewalk to Wedding Pavilion and cross street to board bus
- Make left turn from parking lot onto Floridian Way
- Make right turn onto Bear Island Road
- Make left turn at traffic light onto Western Way
- Make right turn at first traffic light onto Buena Vista Drive
- Make left turn at first traffic light into Disney's Blizzard Beach Water Park



Water & Powerade Stop #8.9



World Drive Southbound opposite *Magic Kingdom*® Park auto plaza

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 54

Table Setup: Begin with auto plaza





Water & Powerade Stop #8.9

Timeline

2:45 a.m.	Team Leader(s) check in at Volunteer tent
3:45 a.m.	Water (38) and Power Ade (37) volunteers check in at Volunteer tent
4:15 a.m.	Bus will leave Volunteer tent
4:30 a.m.	Road closure initiated
4:45 a.m.	Bus will arrive at Volunteer location
6:01 a.m.	Volunteer location is show ready
6:06 a.m.	First wheelchair pass
6:22 a.m.	First runner pass
9:06 a.m.	Last walker pass
9:36 a.m.	Volunteer location is clean and clear
9:41 a.m.	Bus departs Volunteer location
10:11 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

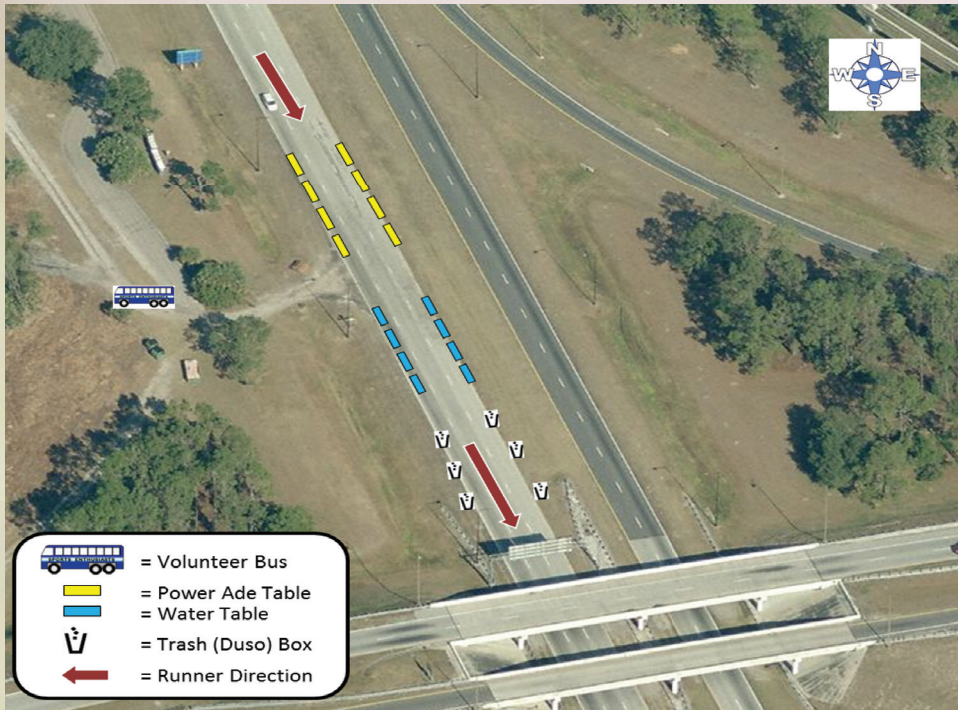
- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Make right turn into Car Care Center driveway
- Follow along back of Car Care Center to location
- Park bus in Car Care grass lot exit driveway

Returning

- Continue South on World Drive
- Make left u-turn at crossover to head back towards *Magic Kingdom*® Park / Continue through auto plaza using far left lane
- Make left turn on exit ramp towards Car Care Center / Proceed through Car Care Center lot to exit driveway, turning right onto driveway
- Make left turn from driveway onto Bear Island Road
- Make left turn at traffic light onto Western Way
- Make right turn at first traffic light onto Buena Vista Drive
- Make left turn at first traffic light into Disney's Blizzard Beach Water Park



Water & Powerade Stop #9.9



World Drive Southbound just before Epcot Center Drive exit

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 54

Table Setup: Begin with light pole just before dirt road





Water & Powerade Stop #9.9

Timeline

2:45 a.m.	Team Leader(s) check in at Volunteer tent
3:45 a.m.	Water (33) and Power Ade (32) volunteers check in at Volunteer tent
4:15 a.m.	Bus will leave Volunteer tent
4:30 a.m.	Road closure initiated
4:45 a.m.	Bus will arrive at Volunteer location
6:05 a.m.	Volunteer location is show ready
6:10 a.m.	First wheelchair pass
6:27 a.m.	First runner pass
9:23 a.m.	Last walker pass
9:53 a.m.	Volunteer location is clean and clear
9:58 a.m.	Bus departs Volunteer location
10:28 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make right turn onto Floridian Way
- Proceed south on World Drive
- Make right turn into dirt road at water stop location

Returning

- Continue South on World Drive
- Make right turn onto second exit ramp onto Buena Vista Drive heading towards Disney's Blizzard Beach Water Park
- Make left turn at third traffic light into Disney's Blizzard Beach Water Park





Water & Powerade Stop #11.3



Epcot Center Drive Eastbound just past *Epcot*® auto plaza

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 50

Table Setup: Begin with pole #112





Water & Powerade Stop #11.3

Timeline

11:00 p.m.	Road closure initiated
3:00 a.m.	Team Leader(s) check in at Volunteer tent
4:00 a.m.	Water (30) and Power Ade (30) volunteers check in at Volunteer tent
4:30 a.m.	Bus will leave Volunteer tent
5:00 a.m.	Bus will arrive at Volunteer location
6:10 a.m.	Volunteer location is show ready
6:15 a.m.	First wheelchair pass
6:35 a.m.	First runner pass
9:46 a.m.	Last walker pass
10:16 a.m.	Volunteer location is clean and clear
10:21 a.m.	Bus departs Volunteer location
10:51 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

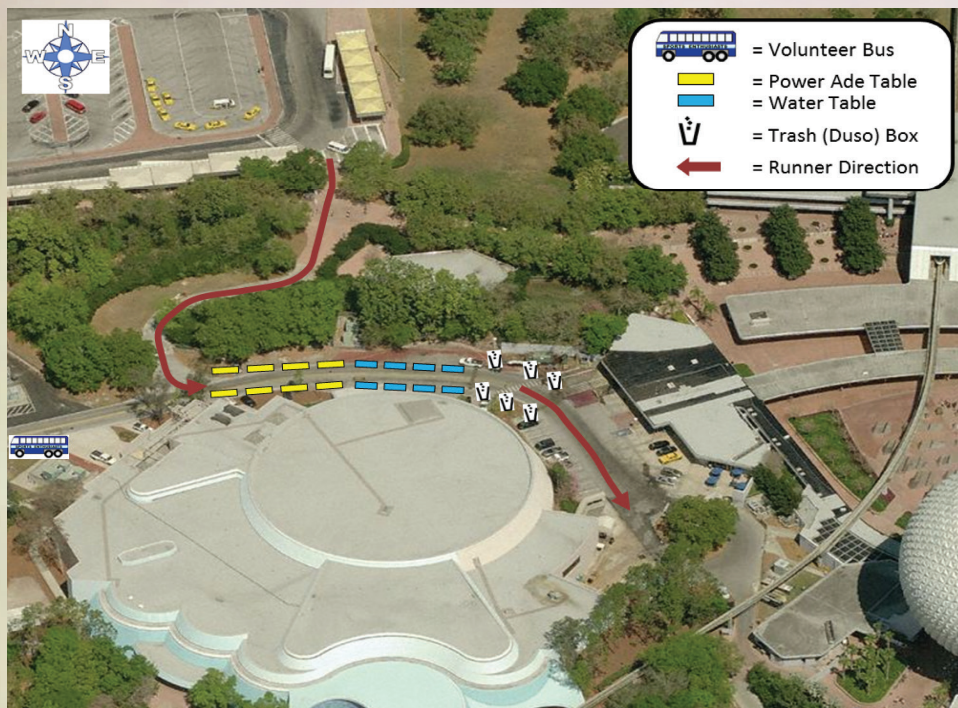
- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make right turn onto Floridian Way
- Proceed south on World Drive
- Make right turn onto first exit ramp heading towards *Epcot*®/Downtown Disney
- Remain on the left heading towards Downtown Disney
- Drop volunteers at water stop location
- Team Leader remain with bus and proceeds to second *Epcot*® exit ramp
- Park bus on right side of road near end of exit ramp

Returning

- Continue straight heading East on Epcot Center Drive
- Exit to the right to "All Guest Areas"
- Make right turn at second traffic light onto Buena Vista Drive
- Make left turn at ninth traffic light into Disney's Blizzard Beach Water Park



Water & Powerade Stop #12.3



Backstage Epcot®/Avenue of the Stars adjacent to The Seas with Nemo & Friends Pavilion

Security Access Required: Pass through Reedy Creek access gate

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 48

Table Setup: Begin just after runners make left turn
onto Avenue of the Stars

Epcot® In Park Contact: Jase Breland (321) 436-0599





Water & Powerade Stop #12.3

Timeline

3:00 a.m.	Team Leader(s) check in at Volunteer tent
4:00 a.m.	Water (30) and Power Ade (30) volunteers check in at Volunteer tent <i>Epcot</i> ® entrance gate at Reedy Creek Fire Department scheduled to open
4:30 a.m.	Bus will leave Volunteer tent
5:00 a.m.	Bus will arrive at Volunteer location
6:14 a.m.	Volunteer location is show ready
6:19 a.m.	First wheelchair pass
6:40 a.m.	First runner pass
10:02 a.m.	Last walker pass
10:32 a.m.	Volunteer location is clean and clear
10:37 a.m.	Bus departs Volunteer location
11:07 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at seventh traffic light into Reedy Creek firehouse parking lot
- Proceed through green Reedy Creek gate into backstage *Epcot*®
- Make left turn onto Avenue of the Stars
- Make left turn at stop sign behind *Epcot*® events building
- Park bus in parking lot near trailer "W251"

Returning

- Proceed in opposite direction on Avenue of the Stars
- Make right turn at stop sign behind *Epcot*® events building
- Continue past firehouse gate to auxiliary backstage exit
- Make right turn at auxiliary exit gate into *Epcot*® cast parking lot
- Proceed straight through parking lot, exiting via white lift gate, making right turn onto Backstage Lane
- Make right turn at first traffic light onto Buena Vista Drive
- Make left turn at ninth traffic light into Disney's Blizzard Beach Water Park



Food Stop Setup

Setup:

- Unwrap material pallets
- Set up food tables on side of race route (DO NOT setup on course)
- Clean and dry tables with sanitizing wipes and paper towels before placing food
- Set up tables according to specifications in survival guide
- Have all volunteer wear single use gloves before handling food
- Display food on tables and prepare for runner arrival
- Cover tables that have food sitting on them with plastic table covers

Distribution:

- Attempt to “hand off” food to runners whenever possible
- Do not stand in the middle of the race path, stand along the side of the race route
- Gloves must be worn at all times





Food Stop Cleanup

Cleanup:

- Keep area clean at all times
- Prepare your station for cleanup before the race begins
- Build trash cans, put several liners inside and tape to the outside of the cans
- Distribute trash cans about 20 feet apart
- Fill the trash bag liners as quickly as you can and keep replacing the bags in the boxes
- Break down cardboard boxes and place behind tables
- Break down tables and chairs and place them at the same location you found them
- Place recycle items (clothes & empty food containers) in clear plastic bags and all trash in black plastic bags





Food Stop #8.5



Floridian Way southbound just past Bear Island Road

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times

Total Table Quantity: 30

Table Setup: Begin with “No Left Turn” road sign





Food Stop #8.5

Timeline

3:00 a.m.	Team Leader(s) check in at Volunteer tent
4:00 a.m.	Food Stop (35) volunteers check in at Volunteer tent
4:30 a.m.	Bus will leave Volunteer tent Road closure initiated
5:00 a.m.	Bus will arrive at Volunteer location
5:59 a.m.	Volunteer location is show ready
6:04 a.m.	First wheelchair pass
6:20 a.m.	First runner pass
9:00 a.m.	Last walker pass
9:30 a.m.	Volunteer location is clean and clear
9:35 a.m.	Bus departs Volunteer location
10:05 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Make right turn into Car Care Center driveway
- Park bus along Car Care driveway

Returning

- Make left turn from driveway onto Bear Island Road
- Make left turn at traffic light onto Western Way
- Make right turn at first traffic light onto Buena Vista Drive
- Make left turn at first traffic light into Disney's Blizzard Beach Water Park



Course Monitors

Magic Kingdom® Park



Various locations throughout *Magic Kingdom® Park*

Security Access Required:

Pass through *Magic Kingdom® Park* Gate 1 security kiosk

Safety Precautions: All volunteers must wear reflective jackets at all times

Magic Kingdom In Park Contact: David-Michael Anstey (407) 427-7504





Course Monitors

Magic Kingdom® Park

Location #	# of People	Position	Directions to Runners
1	2	Entrance to MK Gate 1	Sharp Left Turn
2	2	Entering backstage parking lot	Left Turn
3	2	Tony's Gate	Straight Ahead
4	2	Entrance to Main Street	Right Turn
5	4	End of Main St/Entrance to Tomorrowland	Right Turn/Right Turn
6	4	Stitch's Great Escape/Water Fountain	Left Turn/Left Turn
7	2	Mad Hatter's Tea Party	Veer to Right
8	2	Entrance to Storybook Circus	Left Turn
9	2	The Friar's Nook	Curve to Left
10	2	Back of Cinderella's Castle	Straight Ahead
11	2	Front of Cinderella's Castle	Right Turn
12	2	Bottom of Ramp/Entrance to Frontierland	Right Turn
13	2	Liberty Bell	Left Turn
14	2	Splash Mountain Gate	Straight Ahead
15	2	Train Tracks	Pay Attention to Hazards
16	2	Behind Splash Mountain Building	Right Turn
	36	TOTAL COURSE MONITORS FOR MAGIC KINGDOM	



Course Monitors *Magic Kingdom® Park*

Timeline

3:00 a.m.	Team Leader(s) check in at Volunteer tent
4:00 a.m.	Course Monitor (36) volunteers check in at Volunteer tent
4:30 a.m.	Bus will leave Volunteer tent
5:00 a.m.	Bus will arrive at Volunteer location
5:46 a.m.	Volunteer location is show ready
5:51 a.m.	First wheelchair pass first position
5:55 a.m.	First wheelchair pass last position
6:01 a.m.	First runner pass first position
6:07 a.m.	First runner pass last position
8:02 a.m.	Last walker pass first position
8:20 a.m.	Last walker pass last position
8:50 a.m.	Volunteer location is clean and clear
8:55 a.m.	Bus departs Volunteer location
9:25 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Course Monitors Magic Kingdom® Park

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make left turn onto Floridian Way
- Make right turn at stop sign onto Seven Seas Drive
- Make left turn at traffic light onto World Drive
- Follow World Drive past Contemporary Resort
- Make left turn into *Magic Kingdom® Park* Park 1 entrance
- Park bus in parking lot in backstage area

Returning

- Make right turn onto World Drive
- Follow curve at end of World Drive to turn onto Vista Boulevard
- Make right turn at first traffic light onto Bonnet Creek Parkway
- Make right turn at third traffic light onto Buena Vista Drive
- Make left turn at tenth traffic light into Disney's Disney's Blizzard Beach Water Park Water Park





Course Monitors

Magic Kingdom® Park auto plaza



Magic Kingdom® Park auto plaza

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times and have traffic wand flashlight

***Ride bus with Water Stop #2.8 and assist them with set up. Zonie will assist in directing to proper location at appropriate time. When runners clear location, return to water stop and assist with clean up.





Course Monitors

Magic Kingdom® Park auto plaza

# of People	Position	Directions to Runners
8	In front of and around Auto Plaza	Pay attention to hazards
8	TOTAL COURSE MONITORS FOR MAGIC KINGDOM AUTO PLAZA	





Course Monitors

Magic Kingdom® Park auto plaza

Timeline

3:15 a.m.	Course Monitors (8) volunteers check in at Volunteer tent
3:45 a.m.	Bus will leave Volunteer tent (Ride w/WS 2.8)
4:15 a.m.	Bus will arrive at Volunteer location
5:00 a.m.	Road closure initiated
5:37 a.m.	Volunteer location is show ready
5:42 a.m.	First wheelchair pass first position
5:48 a.m.	First runner pass first position
7:22 a.m.	Last walker pass first position
7:52 a.m.	Volunteer location is clean and clear
8:01 a.m.	Bus departs Volunteer location
8:31 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Course Monitors

Magic Kingdom® Park auto plaza

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make right turn onto Floridian Way
- Make left turn onto driveway just before Auto Plaza
- Park bus on grass to right at end of bypass driveway

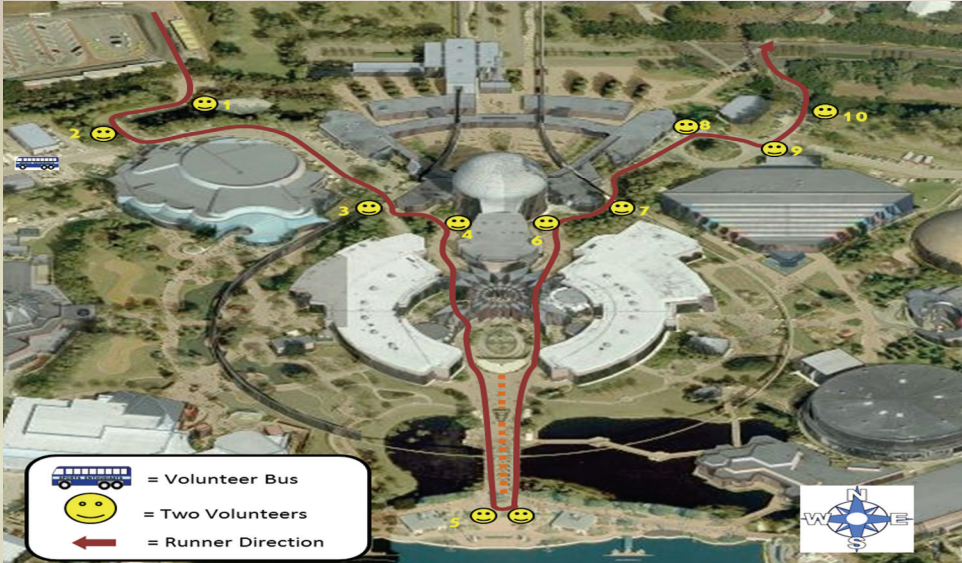
Returning

- Cross ALL lanes of traffic behind Auto Plaza to enter the far right lane
- Make right turn on exit ramp onto Vista Blvd heading towards Fort Wilderness
- Make right turn at first traffic light onto Bonnet Creek Parkway
- Make right turn at third traffic light onto Buena Vista Drive
- Make left turn at tenth traffic light into Disney's Blizzard Beach Water Parks





Course Monitors *Epcot*®



Various locations throughout *Epcot*®

Security Access Required: Pass through Reedy Creek Gate

Safety Precautions: All volunteers must wear reflective jackets at all times

Epcot® In Park Contact: Jase Breland (321) 436-0599





Course Monitors Epcot®

Location #	# of People	Position	Directions to Runners
1	2	Between Bus Lot and Sales Gate	Right Turn
2	2	Sales Gate	Left Turn/Left Turn
3	2	West Gate	Left Turn
4	2	Spaceship Earth West Side	Right Turn
5	4	Near Towers Gift Shops	Left Turn Around Planter
6	2	Spaceship Earth East Side	Right Turn
7	2	East Gate	Through Gate then Veer Left
8	2	Cast Access	Right Turn
9	2	Turn towards Kennel Gate	Left Turn
10	2	Kennel Gate	Veer Left through Gate
	22	TOTAL COURSE MONITORS FOR EPCOT	



Course Monitors

Epcot[®]

Timeline

3:30 a.m.	Team Leader(s) check in at Volunteer tent
4:30 a.m.	Course Monitor (22) volunteers check in at Volunteer tent
5:00 a.m.	Bus will leave Volunteer tent
5:30 a.m.	Bus will arrive at Volunteer location
6:13 a.m.	Volunteer location is show ready
6:18 a.m.	First wheelchair pass first position
6:21 a.m.	First wheelchair pass last position
6:40 a.m.	First runner pass first position
6:43 a.m.	First runner pass last position
10:01 a.m.	Last walker pass first position
10:12 a.m.	Last walker pass last position
10:42 a.m.	Volunteer location is clean and clear
10:47 a.m.	Bus departs Volunteer location
11:17 a.m.	Team Leader(s) and volunteers check out at Volunteer tent





Course Monitors *Epcot*®

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at seventh traffic light into Reedy Creek firehouse parking lot
- Proceed through green Reedy Creek gate into backstage *Epcot*®
- Make left turn onto Avenue of the Stars
- Make left turn at stop sign behind *Epcot*® events building
- Park bus in parking lot near trailer "W251"

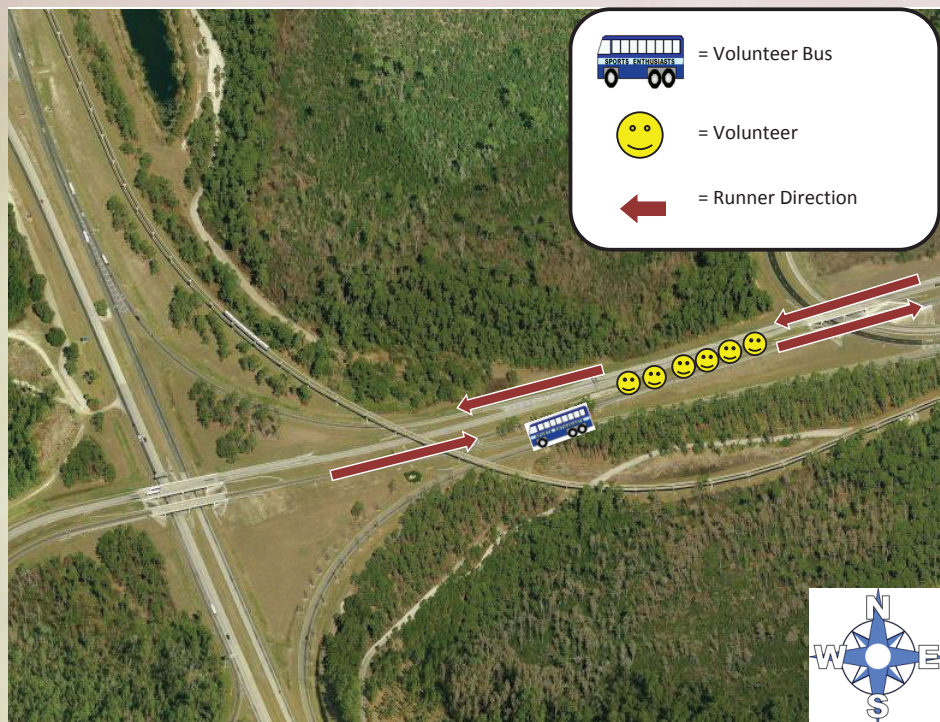
Returning

- Proceed in opposite direction on Avenue of the Stars
- Make right turn at stop sign behind *Epcot*® events building
- Continue past firehouse gate to auxiliary backstage exit
- Make right turn at auxiliary exit gate into *Epcot*® cast parking lot
- Proceed straight through parking lot, exiting via white lift gate, making right turn onto Backstage Lane
- Make right turn at first traffic light onto Buena Vista Drive
- Make left turn at ninth traffic light into Disney's Blizzard Beach Water Park





Screaming Fans #1.4/11.0



Epcot Center Drive East of World Drive

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times





Screaming Fans #1.4/11.0

Timeline

3:00 a.m.	Team Leader(s) check in at Volunteer Tent
4:00 a.m.	Screaming Fans (35) volunteers check in at Volunteer Tent
4:30 a.m.	Bus will leave Volunteer Tent
5:00 a.m.	Bus will arrive at volunteer location
5:15 a.m.	Volunteers may depart bus and proceed to location if traffic is clear
5:33 a.m.	Volunteer location is show ready
5:38 a.m.	First wheelchair pass first position
5:42 a.m.	First runner pass first position
6:14 a.m.	First wheelchair pass last position
6:33 a.m.	First runner pass last position
7:03 a.m.	Last walker pass first position
9:41 AM	Last walker pass last position
10:11 AM	Volunteer Location is clean and clear
10:16 AM	Bus departs volunteer location
10:46 AM	Team Leader(s) and volunteers check out at Volunteer Tent

Bus Directions

Getting There

- Exit from Blizzard Beach making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make right turn onto Floridian Way
- Proceed south on World Drive
- Make right turn onto first exit ramp heading towards Epcot/Downtown Disney
- Follow driveway to right heading towards Epcot Main Entrance
- Park bus on left side of roadway near group of trees where driveways merge

Returning

- Continue straight through Epcot Auto Plaza
- Make first left turn onto ramp to exit Epcot
- Continue on roadway heading towards all other theme parks (ramp will curve to the right)
- Continue on roadway heading towards Animal Kingdom (ramp will curve to the left)
- Continue on ramp onto World Drive heading South
- Make right turn onto first exit ramp onto Buena Vista Drive heading towards Blizzard Beach
- Make left turn at third traffic light into Blizzard Beach





Screaming Fans #1.9/9.7



World Drive median at Epcot Center Drive on ramp

Security Access Required: None

Safety Precautions: All volunteers must wear reflective jackets at all times





Screaming Fans #1.9/9.7

Timeline

3:15 a.m.	Team Leader(s) check in at Volunteer tent
4:15 a.m.	Screaming Fans (35) volunteers check in at Volunteer tent
4:45 a.m.	Bus will leave Volunteer tent
5:15 a.m.	Bus will arrive at Volunteer location
5:35 a.m.	Volunteer location is show ready
5:40 a.m.	First wheelchair pass first position
5:45 a.m.	First runner pass first position
6:09 a.m.	First wheelchair pass last position
6:26 a.m.	First runner pass last position
7:11 a.m.	Last walker pass first position
9:20 a.m.	Last walker pass last position
9:50 a.m.	Volunteer location is clean and clear
9:55 a.m.	Bus departs Volunteer location
10:25 a.m.	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make right turn onto Floridian Way
- Proceed south on World Drive
- Park Bus on side of roadway near location

Returning

- Continue South on World Drive
- Make right turn onto second exit ramp onto Buena Vista Drive heading towards Disney's Blizzard Beach Water Park
- Make left turn at third traffic light into Disney's Blizzard Beach Water Park



Screaming Fans #4.9



World Drive in front of Contemporary Resort

Security Access Required: Pass through Disney's Contemporary Resort security kiosk.

Safety Precautions: All volunteers must wear reflective jackets at all times.

Be extra cautious of crossing active street.





Screaming Fans #4.9

Timeline

3:15 a.m.	Team Leader(s) check in at Volunteer tent
4:15 a.m.	Screaming Fans (35) volunteers check in at Volunteer tent
4:45 a.m.	Bus will leave Volunteer tent
5:15 a.m.	Bus will arrive at Volunteer location
5:30 a.m.	Road closure initiated (one lane only)
5:44 a.m.	Volunteer location is show ready
5:49 a.m.	First wheelchair pass
5:58 a.m.	First runner pass
7:52 a.m.	Last walker pass
8:22 a.m.	Volunteer location is clean and clear
8:27 a.m.	Bus departs Volunteer location
8:57 AM	Team Leader(s) and volunteers check out at Volunteer tent

Bus Directions

Getting There

- Exit from Disney's Blizzard Beach Water Park making right turn onto Buena Vista Drive
- Make left turn at first traffic light onto Western Way
- Make right turn at first traffic light onto Bear Island Road
- Follow Bear Island Road to end
- Make left turn onto Floridian Way
- Make right turn at stop sign onto Seven Seas Drive
- Make left turn at traffic light onto World Drive
- Make right turn into Contemporary Resort
- Park bus in driveway near convention center

Returning

- Make left turn onto World Drive
- Follow curve at end of World Drive to turn onto Vista Boulevard
- Make right turn at first traffic light onto Bonnet Creek Parkway
- Make right turn at third traffic light onto Buena Vista Drive
- Make left turn at tenth traffic light into Disney's Blizzard Beach Water Park





Radio Protocol

- “_____ this is _____”
Who you are calling **Your location**
- Wait for response “This is _____, go ahead _____”
Who you called **Your location**
- Location will tell message
- “This is _____, I copy, _____”
Who you called **Location where call came from**

Sample Conversation

- “Communications this is Water Stop 0.8”
Who you are calling **Your location**
- Wait for response “This is Communications, go ahead Water Stop 0.8”
Who you called **Your location**
- “We are show ready”
- “This is Communications, I copy, Water Stop 0.8, Thank you”
Who you called **Location where call came from**

Call Sign	
Location	Call Sign
Communication	Communication
Water or Powerade	Water Stop #
Food Stop	Food Stop #
Course Monitor	Course Monitor _____ Your location
Screaming Fans	Screaming Fans _____ Your location
Zonie	Zonie _____ Your location
Disney Staff	Actual Name

Three times you MUST call Communications

- On Location
- Show Ready
- Clean & Clear



Notes for Recap

Successes/Best Practices

Challenges/Concerns

Recommendations for 2016





Runner Etiquette

The race staff would like to thank you in advance for considering these etiquette tips as you enjoy the events.

- Please pay attention to pre-race instructions – both print and verbal. What you read and hear will not only help guide you through the course but will keep you safe.
- Wear your race bib on the front of your shirt and SMILE! MarathonFoto photographers will be taking pictures of you throughout the race.
- Please enter your correct start corral. This will ensure that you are running with people who have a similar pace.
- Run or walk no more than two abreast. Other runners will want to get by you. If you are walking in a group, please start in the last corral.
- If you want to run with a friend and they are in a different corral, the faster of the two can move back to the slower corral.
- If you are stopping at a water or food station, move all the way over to the table. Grab water and move away from the table so that others may get water, too.
- Move to the side if someone behind you says “Excuse Me” or “Coming Through”.
- Feel free to shout words of encouragement to other runners. You will hear words of encouragement in return.
- When you are approaching the finish line, you may see loved ones cheering you on. Please do not encourage anyone to join you in the finish line stretch. Your support team is very important, but please communicate that the race course and finish area is for registered participants and staff only.
- Enjoy the post-race refreshments, but remember that others will want to enjoy the goodies too.
- Celebrate! Thank your volunteers and have a great race!



Volunteer Code of Conduct

- I will respect the rights, dignity and worth of athletes, coaches, other volunteers, friends and spectators of the Event.
- I will treat everyone equally regardless of race, color, national origin, religion, sex, age, marital status or physical ability, and regardless of whether such person has HIV/AIDS or sickle cell trait.
- I will dress and act at all times in a manner which will be appropriate to my assigned responsibilities and a credit to myself, the athletes and The Benefited Charitable Organization.
- I will display control, respect, dignity and professionalism to all involved including athletes, coaches, opponents, officials, administrators, parents, Event spectators and media. Profanity and taunting are subject to immediate ejection.
- I will respect the property of all hotels, dormitories, schools, athletic, recreational and dining facilities.
- I will report any emergencies to the appropriate authorities.
- I will not take part in the consumption of alcoholic beverages and/or controlled substances while at the Walt Disney World® Resort. Nor will I take part in smoking or chewing tobacco while at the Walt Disney World® Resort.
- I will not engage in any type of inappropriate behavior, sexual activity, and/or verbal or physical abuse.
- I will abide by the rules and direction set forth by The Benefited Charitable Organization.



Half Marathon

Transportation & Operation Timeline

Bus Transportation

- 3:00 a.m. – 5:00 a.m.
- 7:00 a.m. – 10:30 a.m.

Monorail Transportation:

- 3:00 a.m. Start

* Participants must board buses and monorails no later than 4:00 a.m. in order to make it to their corrals on time.

gEAR Bag Check

Epcot ® Family Reunion Area

- 2:30 a.m. to 10:30 a.m.

Merchandise Tents

Epcot ® Family Reunion Area

- 3:00 a.m. to last resort bus leave

Food & Beverage

Epcot ® Family Reunion Area & Imagine Lot

- 3:00 a.m. to last resort bus leave



Half Marathon

Transportation & Operation Timeline

ChEAR Zones

ChEAR Zone #1 - Magic Kingdom® Park near Cinderella Castle (Mile 5.7 for the Half Marathon)

- 5:30 a.m. – opens
- 8:15 a.m. – Approximate time closes

* **ChEAR Zone #1** is a reserved viewing location only. It does not include seating, beverages, or private portable restrooms. A theme park ticket is not needed to access Magic Kingdom® Park. However, the ChEAR wristband is needed to access the ChEAR Zone.

ChEAR Zone #2 - Epcot® Imagine Lot (Finish Line for the Half Marathon)

- 6:00 a.m. – opens
- 10:30 a.m. – closes

* **ChEAR Zone #2** is a reserved viewing location at the Finish Line. *Amenities:* Reserved Finish line seating, beverages, private portable restrooms, and hand washing stations.

Race Retreat Lounge - Epcot® Imagine Lot

- 3:00 a.m. to 5:30 a.m. – Runners Only with a continental breakfast
- 5:30 a.m. to 10:00 a.m. – Tent Opens to Platinum ChEAR Squad guests
- 5:30 a.m. to 6:30 a.m. – Platinum ChEAR Squad continental breakfast
- 7:30 a.m. to 10:00 a.m. - Breakfast Service

