

**Second Wind Running Club
Supported Races**

Coordinator	Races	Date	Registration	Packet p/u	Finish Line		Results
					Equipment	Volunteers	
	Earth, Wind and Fire 5K	3/14/2009	X		X	X (9)	X
	Clinton Ultra	3/28/2009			X	X (17)	
	Run for the Roses 5K & 10K *	4/5/2008	X		X		X (3)
	Safety Run 5K & 10K	4/19/2008			X	X (9)	
	Race Against Racism	4/25/2009			X		
	Twin Cities Twosome *	5/9/2009			X		
	Buffalo Trace	5/16/2009	X	X	X	X (30)	X
	Freedom 5K	7/4/2009	X	X	X	X (36)	X
	Mini Tri *	8/2/2008	X		X	X (16)	X
	Carle Fitness Frenzy 5K *	8/16/2008	X		X	X (13)	X
	Mahomet 1/2 Marathon & 5K *	8/23/2008			X	X (10)	X
	Women's Fitness 5K	9/27/2008	X	X	X	X (50)	X
	Allerton Trail Race	10/26/2009	X	X	X	X (60)	X
	Mahomet Run for the Library 5K *	11/22/2008	X		X	X (10)	X

* indicates races that have requested assistance several years in a row

Notes:

- Races that are in **bold** are Second Wind races
- In volunteer column - the number in parentheses indicates number of volunteers required in 2008 (this may fluctuate year-to-year)
- Run for the Roses - The race coordinator will take care of this
- Women's 5K - some volunteers are able to do more than one job based on the time requirements of the two positions; in 2008 there were 33 volunteers and several of them did double duty
- Allerton - The race director should coordinate for 30 of the 60 volunteers from Lincoln's Challenge and the SAMI group (UI students); work with the RD on this
- The Race Coordinator will let you know if any new requests for assistance have been received and what services are requested
- One month out - send an email requesting volunteers to LISTSERV (acknowledge all replies, to confirm them as volunteers)
- Two weeks out - send an email for a second call for volunteers to LISTSERV, if necessary
- Identify lead volunteers, if necessary, and place volunteers into jobs
- 2-3 days out - email all volunteers with information, to include date of race, time of race, time to report, and list of jobs and responsibilities
- Provide the volunteers with contact information (cell phone, email)