

Without Volunteers Orienteering Events Would Not Take Place

Events are organised, planned and run by volunteer members of the organising club. For a typical event the posts of Planner, Controller and Event Organiser will have been identified months before the day of the event. However as the event date nears assistance is required from the wider club membership and for this purpose HOC administers a Helpers List.

The Helpers List identifies a number of tasks typically required at an event as listed below. Generally each task is controlled by a Task Organiser who relies on the help during the event day from a number of Task Leaders and Task Volunteers. These people are typically those with experience of the task and have specifically volunteered for that task. The Task Leader will assemble a team of Task Volunteers, in rotation ideally, so no one has to help at every event.

To increase the numbers of volunteers in each task the Task Leaders will every so often contact those in the general pool to ask for assistance at a specific event. If this is you and you found you enjoyed helping out and giving back to the sport then you can be moved out of the general pool into the specific task of your choice. To do this contact HOC Membership Secretary.

Brief descriptions are given below for what each team does at a typical event with starts generally from 10.30 to 12.30, using Sport Ident electronic punching. If you are helping, report to your Task Leader at the event. Remember to allow time to get to your post from the car park. All helpers will be able to compete in the event, usually at a reduced entry fee. If you have any queries about helping or want to change teams contact HOC Membership Secretary.

It Is Not Fair To Rely On The Same Group Of Helpers At Every Event.

Car parking 09.30 -11.30 (2 shifts). 1 to collect car park fees and give initial direction. 3+ to direct and park cars. Task Leader and volunteers required from 09.00. Occasionally a late shift is required for exit.

Registration and Enquiries 09.30 - 12.30. On larger event this activity may be split. Task also requires providing information on orienteering, HOC, handing out spare newsletters, advice to newcomers, car key deposit. 1 person to hire out dibbers. 1 or 2 people to collect entry fees, give out control descriptions and direct competitors to start and post / register their dibbers on computer. 1 person to keep an eye on the registration tent with course start lists for competitors to choose start times. If a master map system is being used the person collecting entry fees will sell maps and the control descriptions will be available in the registration tent.

Start 09.50 -13.10 (Usually 2 shifts) Helpers can start 10.00-10.30 and 12.30-13.00 Early start team may help to set up start, allow time to get there from assembly. 1 person oversees the system and deals with problems, 1 person calls times, 1 person controls the start line i.e. '10 seconds to go, go on the long beep'. Late team will close the start after making sure that all helpers have started and will dismantle the start and take everything back to assembly.

Finish 10.30 – last person back (14.00ish) If the finish is remote from the Event Centre there will be a manned finish usually 2 shifts. Helpers erect and take down finish banner and controls.

Download and Results 10.30 – last person back (14.00ish), (Usually 2 shifts) The team helps to set up and dismantle the post. 1 person enters competitor's data (dibber number) into computer, 1 or 2 supervise download, hand out splits and check dibber return, 1 person troubleshooting, printing result lists.

String Course 10.30 - 12.30 Usually one or two families run it. Layout the string and controls as mapped. Register, start and finish competitors, hand out lollies to finishers, keep record of times. Collect in string and controls at end.

Control Collection 14:00 onwards. Numbers needed varies. The Planner will give out maps with a group of controls marked to be collected and brought back to an arranged point. It is important to remove the tapes marking the control site as well as the SI unit and banner. On the rare occasions when pin punching is used the start team will collect stubs and arrange to get them back to assembly while members of the SI team will run the finish and calculate results manually.

First Aid 10.30 – last person back (14.00ish), located at Event Centre or Finish. First Aiders need to be qualified.