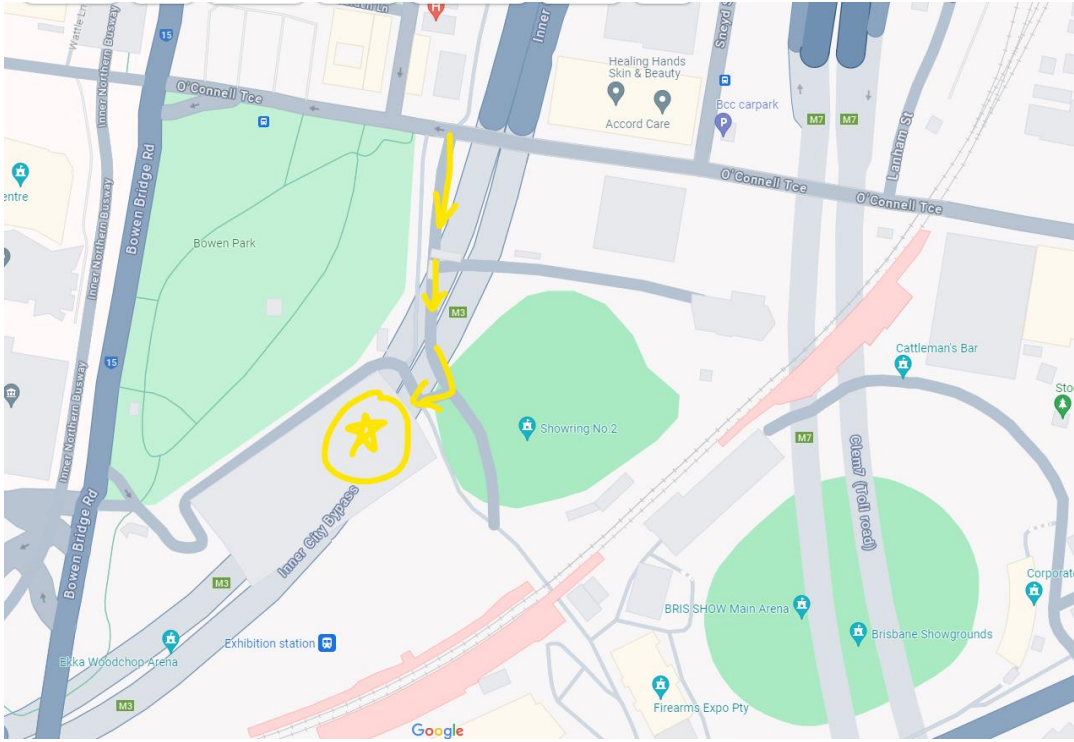




Pack Up Crew Volunteer Brief

Thank you for volunteering at The Sunday Mail Transurban Bridge to Brisbane 2025. It is of the utmost importance that you, our participants and all spectators enjoy a safe and fun event. With this in mind, we ask that you take a few minutes to read over the following information.

DATE	Sunday 14 th September, 2025
VOLUNTEER ROLE	Pack Up Crew – Showbag Pavilion, RNA Showgrounds
SHIFT TIME	<p>11:00am – 1:30pm</p> <p>Please ensure you sign on AND off with your one of our event staff in the Finish Village. After your shift, you are very welcome to join in the festivities at the finishers' village.</p>
LOCATION	<p>RNA Showgrounds - Showbag Pavilion, O'Connell Terrace, Bowen Hills</p>  <p>Best Transport Options (please check online for confirmation of details) Trains: Fortitude Valley or Bowen Hills Station (plus a short walk) Bus: Route 924, 393 – Stop off at O'Connell Terrace (near Bowen Bridge Road) Best Parking Options: Cnr Sneyd St and O'Connell Tce Car Park (\$13-\$17) OR King Street Parking (\$18-\$35) OR Street Parking on O'Connell Tce etc (\$2.80 per hour – MAX 4hrs)</p>

GETTING THERE	<p>Please make sure you plan your route to the event. There will be a number of road closures in place on event day. All volunteers will receive free public transport on event day until 3pm. The road closure document can be found HERE.</p>
DUTIES	<p>Your responsibilities as Finish Venue Pack Up Crew:</p> <ul style="list-style-type: none"> • Once final finishers come through the finish line, you will be instructed on which signage to start to snip down. • Grab a pair of snips from Event staff and start to pull down corflute signage and mesh bunting once instructed to do so. • Gather hired furniture, tents, tables and chairs etc. • Load some equipment into event vehicles. • Tidy up finish village and place rubbish in bins provided.
WHAT TO BRING/WEAR	<p>Please wear your official Bridge to Brisbane Volunteer shirt. This will be sent to your group leader or will be dropped off at your closest water station. Please also wear comfortable closed in shoes. If you are working outside, please dress to the conditions (e.g. hat, sunscreen, etc.)</p> <p>If you are volunteering for a longer shift, please bring a snack to eat throughout the day.</p>
IMPORTANT CONTACTS	<p>EMS Australia (Volunteer Coordinator)</p> <ul style="list-style-type: none"> • (07) 3139 0398 (Pre-Event Day) / 0447 176 314 (Event Weekend) <p>Medical Command Centre</p> <ul style="list-style-type: none"> • 0421 003 720
EVENT SCHEDULE	<p>5KM Race</p> <ul style="list-style-type: none"> • 10:00am – Purple Elite Runners • 10:00am – Orange Runners • 10:10am – Pink Joggers • 10:10am – Pink Walkers <p>10KM Race</p> <ul style="list-style-type: none"> • 6:00am – Elite Wheelies • 6:10am – Blue & Red Elite Runners • 6:20am – VIP Charities (GOLD BIBS) • 6:25am – Green Runners • 7:00am – Yellow Joggers • 7:30am – White Walkers
MEDICAL	<p>MEDICAL INCIDENTS</p>

	<ol style="list-style-type: none"> 1. Report any incidents to your group leader immediately. 2. Refer participants to the First Aid Marquee which will be located at the starting point of both the 10km and 5km races, at the finish line and roving throughout the course. 3. For Medical Assistance, contact the Medical Command Centre on 0421 003 720 <ol style="list-style-type: none"> a. Survey the scene & ensure there is no danger b. Respond to the emergency i.e. minimise nearby hazards c. Note the participants name, participant bib number and location d. Record the incident i.e. record time, location, complete an incident report <p>SUSPICIOUS BEHAVIOUR</p> <ol style="list-style-type: none"> 1. In the unlikely event of any suspicious behaviour please alert your team leader as soon as possible. 2. Suspicious behaviour can be from the participants, or the general public can be anything from a bag or backpack left unattended or wearing a large jacket in warm weather or even a person acting irritated. 3. If you find an unattended bag/backpack <ol style="list-style-type: none"> a. Ask if anyone owns it b. If no one does, don't touch it c. Alert others to keep away d. Contact Event Command 0417 741 468 if you don't get through contact the Venue Manger on 0472 597 539 and they will liaise with the appropriate authorities. <p>NOTE: If you are ever in doubt call emergency services on "000"</p>
EXTRA NOTES	<ol style="list-style-type: none"> 1. No smoking is permitted within the food preparation and serving areas 2. All food preparation and serving staff are to regularly sanitize their hands and wear the gloves provided 3. There is to be no sitting on benches or other food preparation or storage surfaces 4. The event will continue in light and/or sporadic rain conditions. You will be contacted if the event doesn't go ahead due to weather or other unforeseeable event. 5. Please bring your mobile phone in order to stay in contact with organising staff, if required

For further questions please refer to the Volunteer Portal and for queries leading up to the event please call 1300 55 55 77.

Thank you for your support of The Sunday Mail Transurban Bridge to Brisbane. Without your time and effort, this event would not be possible!