

Volunteer Job Description

Stephanie Hamm, stephanieforaamds@gmail.com

Heather Porter, hporter2@icloud.com

Planning Committee Member

Help organize all areas of responsibility regarding 14th Annual March for Marrow 5K Run & Walk, The Woodlands. **CONTACT** Stephanie Hamm, stephanieforaamds@gmail.com

Race Promotions (4-10 needed)

Handle marketing to running stores, Facebook, Twitter, Instagram and other social media. **CONTACT** Stephanie Hamm

Race Packet Pick-Up (2 for each event)

Verify registration, distribute t-shirts and goodie bags at location. **CONTACT** Stephanie Hamm

Site Set-Up (10 needed)

Set up tables, registration site, t-shirts, water stations, and pre-run/race refreshments. **CONTACT** Heather Porter, hporter2@icloud.com

Parking (4 needed)

Stationed in parking lots to direct runners and walkers to registration site. **CONTACT** Heather Porter

Registration (8 needed)

Help with pre-registered walkers and runners, help with walk-up registrations for both the 5K and walk, pass out t-shirts and goodie bags. **CONTACT** Heather Porter

Water Table(s) (4 needed)

Set up water table at turn-around for the 5K and for the walk; serve water to runners and walkers. **CONTACT** Heather Porter

Course Monitors (24 needed)

Monitor course and assist runners/walkers where necessary (course directions, etc.). Collect signs as they return to site after run/walk. **CONTACT** Heather Porter

Time Frame

Now through the end of the event

January 1-April 1, 2023

Thursday, March 30, 2023
Noon – 6:00 pm
Fleet Feet, The Woodlands

Saturday, April 1, 2023
6:00 am – 8:00 am

Saturday, April 1, 2023
7:00 am – 9:00 am

Saturday, April 1, 2023
7:00 am – 8:45 am

Saturday, April 1, 2023
8:30 am – 10:15 am

Saturday, April 1, 2023
8:30 am – 10:15 am



Sponsor & Vendor Assistants (4 needed) Assist vendors with set up of materials/supplies. Meet them at their cars or trucks. CONTACT Heather Porter	Saturday, April 1, 2023 7:00 am – 9:00 am
Cheerleaders (16 needed) Stationed at intervals along the 5K route holding balloons and/or signs and cheer the runners and walkers; at the finish line, cheerleaders pass out Bravery bracelets. CONTACT Heather Porter	Saturday, April 1, 2023 8:30 am - 9:45 am
Pre & Post Race Food/Refreshments (4 needed) Set up and man the post race refreshments; clean up as necessary. CONTACT Heather Porter	Saturday, April 1, 2023 8:00 am – 11:00 am
First Aid Station (2 needed) Assist at AAMDSIF Table with use of the first aid kit. CONTACT Heather Porter	Saturday, April 1, 2023 7:30 am - 11:30 am
Official Photographers (2 needed) Capture the essence of 11th Annual March for Marrow 5K Run & Walk, The Woodlands. CONTACT Stephanie Hamm	Saturday, April 1, 2023 7:30 am – 11:30 am
Photographer's Assistants (2 needed) Help the photographer by organizing the walk and run teams for photographs, carrying equipment as needed, and providing general assistance. CONTACT Stephanie Hamm	Saturday, April 1, 2023 7:30 am – 9:30 am and 9:30 am – 11:30 am
Brave Little Soles (3 needed) Help Junior League Volunteers with children's activities. CONTACT Heather Porter	Saturday, April 1, 2023 9:30 am - 11:00 am
Awards Ceremony and Moment to Remember (4 needed) Help with setting up the awards and passing them out to runners.	Saturday, April 1, 2023 9:30 am - 10:30 am
Raffle Drawing (4 needed) Help with setting up raffle items and providing security. Help with drawing. CONTACT Heather Porter	Saturday, April 1, 2023 10:30 am – 11:00 am
Site Clean Up (15 needed; all hands on deck) Help clean up the event site. CONTACT Heather Porter	Saturday, April 1, 2023 11:00 am - noon