

2018 KTA Trail Challenge TRAFFIC SAFETY VOLUNTEER GUIDE

Please bring the following items

- Folding/camp chair, cell phone
- Suggested: Insect repellent, sunscreen, rain gear

Summary of Traffic Safety Volunteer Duties

1. Review the Traffic Control Awareness PowerPoint prior to event day.
2. On event day, check-in with the Checkpoint 2 Coordinator, Jim Stickney. Put on your volunteer t-shirt and safety vest.
3. Listen to the safety briefing, traffic control plan, and receive your assignment. Go to your assigned location.
4. Contact Radio HQ if there is a medical emergency (after calling 911 for a true emergency).
5. When the checkpoint is closed, pack up everything and clean up any trash.
6. Help the Logistics Coordinator and Water Marshal (if present) pack and load supplies, then head to the Finish Line for the picnic!

Traffic Safety Volunteer Assignments

1. 3 volunteers will place and recover cones on the bridge. (Driver, spotter, and person placing or picking up cones)
 - a. The vehicle shall have headlights and 4-way flashers in operation
 - b. All personnel shall wear volunteer shirts and Hi-Viz reflective vests
 - c. No U-turns will be made on the bridge
2. 2 “spotters” will be stationed on the east side of the Norman Wood Bridge, one on each side of the roadway, to alert pedestrians of oncoming traffic and to direct all runners to stay inside of traffic cones placed along the bridge.
3. 1 “flagger” holding a ‘SLOW’ Paddle will be stationed approximately 200 feet east of the Bridge.
4. 1 “spotter” on the western side of the Norman Wood Bridge at River Road will alert pedestrians and 25k runners of oncoming traffic prior to crossing Route 372 and direct 50k runners to turn left on River Road
5. 1 “flagger” holding a ‘SLOW’ Paddle will be stationed approximately 200 feet west of the 372 and River Road intersection
6. 1 Volunteer will be assigned to support both bridge station’s “flaggers” and “spotters” for relief purposes, etc.

Note: The 3 volunteers who place and recover cones can also serve as spotters, flaggers, and relief.

Emergencies

1. First-Aid kits should be accessible. Volunteers may ***not*** administer or suggest/“prescribe” medications/first aid.
2. Know where you are so if you need to call for help you can describe your location.
3. Be aware of the condition of arriving participants, especially if it’s a hot and/or humid day.
Participants that appear pale, weak, confused, or sick should be told to stop and rest.
4. Emergency Medical Technicians in the local area are aware of the event. Call Radio HQ for help.
5. Call 911 first if a true **emergency**, and then contact Radio HQ.

EVENT SCHEDULE

50k Registration: 5:30 a.m. to 6:55 a.m.

50k Start: 7:00 a.m.

25k Registration: 6:30 a.m. to 8:55 a.m.

25k Start: 9:00 a.m.

Checkpoint #1: 7:00 a.m. to 10:00 a.m.

Checkpoint #2: 9:00 a.m. to 12:45 p.m.

Checkpoint #3: 10:00 a.m. to 3:30 p.m.

Otter Creek Gate Station: 10:30 a.m. to 4:30 p.m.

25k & 50k Finish: 7:00 p.m.

Material & Equipment Checklist Please ensure that your checkpoint has the following:

- Volunteer t-shirts & binder
- Safety vests
- Hikers on bridge sign
- SLOW signs
- Orange traffic cones

Volunteer Location	Volunteer Arrival	Start	End of Shift	Teardown
50k Start (Pequea Creek Camp) Parking	4:45 a.m.	5:00 a.m.	7:00 a.m.	7:15 a.m.
50k Start (Pequea Creek Camp) Registration	5:15 a.m.	5:30 a.m.	7:00 a.m.	7:15 a.m.
25k Start (Susquehannock S.P.) Parking	6:15 a.m.	6:30 a.m.	9:00 a.m.	9:15 a.m.
25k Start (Susquehannock S.P.) Registration	6:15 a.m.	6:30 a.m.	9:00 a.m.	9:15 a.m.
CKPT #1: Pinnacle Overlook	6:45 a.m.	7:00 a.m.	10:15 a.m.	10:30 a.m.
CKPT #2: Lock 12	7:45 a.m.	8:00 a.m.	1:00 p.m.	1:15 p.m.
CKPT #2: Traffic Safety Volunteers	7:45 a.m.	8:00 a.m.	1:00 p.m.	1:15 p.m.
CKPT #3: Posey Road, SGL #181	9:15 a.m.	9:30 a.m.	3:45 p.m.	4:00 p.m.
Otter Creek Gate Station	10:15 a.m.	10:30 a.m.	4:30 p.m. (50k cut-off)	4:45 p.m.
Finish (Otter Creek Camp) Set Up & Coordinators	8:45 a.m.	9:00 a.m.	7:00 p.m.	7:15 p.m.
Finish (Otter Creek Camp) (t-shirts, water, medals)	10:30 a.m.	11:00 a.m.	7:00 p.m.	7:15 p.m.
Finish (Otter Creek Camp) Parking Shift 1	8:45 a.m.	9:00 a.m.	12:00 p.m.	
Finish (Otter Creek Camp) Parking Shift 2	11:45 a.m.	12:00 p.m.	5:00 p.m.	5:15 p.m.

Contact number(s): **Joe Neville (717) 512-0704 cell**