

# ESSENTIAL INFORMATION

## PREPARING TO VOLUNTEER AT OXFAM TRAILWALKER

# CHECKLIST

### WHAT TO BRING

- **Fully charged mobile phone**
- **Volunteer confirmation Email:** This will have your job details and location.
- **Parking pass:** Print out your parking pass and display on your vehicle dashboard at all times.
- **Appropriate clothing & footwear:** Cater for all weather conditions. Bring layers for warmth, closed shoes, sun protection, and wet weather gear. Remember gloves!
- **A Torch or headlamp**
- **Refillable water bottle!** Water will be supplied. Please bring a refillable water bottle. Our sponsor, Paddy Pallin, will supply you with a reusable cup for hot drinks and soup - this is to say thank you for your support!
- **Additional food:** We will provide a light snack, fruit, water, tea, and coffee. Please bring extra food for your meals, especially if you have dietary requirements. Depending on your shift, there may be vendors offering coffee and other food for sale.
- **Personal supplies:** Things to make you more comfortable for your role. See your position description for role specific items. For example, Trail Marshals should bring a fold out chair, snacks, water, torch and a book for quieter periods.
- **Fancy dress:** If your Checkpoint has a theme we will let you know via vNews to your email inbox. Otherwise, feel free to dress up as you wish and have a great time!

### ON THE DAY PHONE NUMBERS

The phone numbers listed below are only operational from **12 noon** the Thursday immediately before the event.

**EVENT CONTROL CENTRE VOLUNTEERS  
COORDINATOR- 1300 369 606**

**EVENT CONTROL CENTRE SAFETY  
COORDINATOR- 1300 735 730**



**OXFAM  
TRAILWALKER**  
100KM | TEAMS OF 4 | 48HRS

### DO YOU HAVE A QUESTION?

Call Events Volunteers Team on  
02 8204 3980 or email us at  
[twvolssydney@oxfam.org.au](mailto:twvolssydney@oxfam.org.au)

# DON'T FORGET!

## BEFORE YOUR SHIFT

**Trail overview:** Check out where you're stationed and where to go on the [Sydney Trail](#). Check your job confirmation email for specifics.

**VNews:** Check your email inbox for our volunteer newsletter for updates on the event. Here you will be able to find out information about any themes for your Checkpoint so you can dress to impress.

**Volunteer Position Description:** Please read the [position description](#) for your role carefully so you know what to expect and come prepared.

**Help make our event more sustainable:** Each event we try to reduce our waste, please do your part by correctly recycling and encouraging others to do the same.

**Event rules:** It's helpful to understand the [event rules](#) so that you can assist participants on the day.

**Volunteer Handbook:** Check out the [volunteer handbook](#), an overview of the event and more information.

**Volunteer Training:** If you are a Checkpoint Coordinator, Assistant Checkpoint Coordinator, Parking Coordinator, Check-in Operator, Sweep Team, or Trail Marker you must complete pre-event volunteer training. We will release training dates and venue locations shortly via VNews and email.

**Trail Markers & sweep teams:** Please get in touch with your team a few weeks before the event to swap numbers and arrange transport.

## PLEASE HELP US SPREAD THE WORD

We need about **600** volunteers to help us run each event. Please tell friends, family and work colleagues about our event and get them to call us on 02 8204 3980 or [email](#) us to sign up for a shift.

## CHECKPOINT ADDRESSES

**100km Start Line & Registration** Parsley Bay: [George Street, Brooklyn 2083](#)

**CP1 Muogamarra Rural Fire Station:** [Corner of Glendale Road & Pacific Highway, Cowan 2081](#)

**CP2 Peter Canisius House:** [The Gully Road, Berowra 2081](#)

**CP3 & 50km Start Line** Bobbin Head: [Bobbin Head Road & Ku-ring-gai Chase Road, Mount Colah 2079](#)

**CP4 St Ives Showground:** [450 Mona Vale Road, St Ives 2075](#)

**CP5 Frenchs Forest Showground:** [Blackbutts Road, Frenchs Forest 2086](#)

**CP6 Davidson Park:** [Garigal National Park, Healey Way, Forestville 2087](#)

**CP7 Ararat Reserve:** [Grattan Crescent, Frenchs Forest 2086](#)

**The Finish Line** Tania Park: [Bareena Drive & Dobroyd Scenic Drive, Balgowlah Heights 2093](#)

**Event Control Centre** Peter Canisius House: [102 Mona Vale Road, Pymble, NSW 2073](#)