



# Park500 Volunteer Policy

**Effective date:** 01/06/2026

**Organisation:** Park500

## **Purpose**

Park500 volunteers help create a free, welcoming and safe community fitness event for all abilities.

Our goal is simple: bring people together to run, move, challenge themselves and support each other.

Volunteers do not need to be elite athletes. They simply need to be reliable, positive, helpful and community-minded.

## **Minimum Volunteer Team**

A Park500 event can run with a minimum of three volunteers:

1. **Event Lead**
2. **Timekeeper**
3. **Marshal / Course Setup Volunteer**

As the event grows, the ideal volunteer team is five to six people.

## **Volunteer Roles**

### **1. Event Lead / Location Lead**

The Event Lead runs the session on the day.

They welcome participants, give the safety briefing, coordinate volunteers, start the event and manage any issues that arise.

The Event Lead is the main point of contact for that Park500 location.

### **2. Course Setup Volunteer**

The Course Setup Volunteer arrives early and helps prepare the event area.

They set up cones, mark the start and finish point, mark the 250m turnaround point, prepare the exercise hub and set up the 50m out-and-back lane for lunges and burpee broad jumps.

They also help pack down the course after the event.



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## **3. Marshal / Safety Volunteer**

The Marshal helps guide participants and keeps the course safe.

They may stand at the turnaround point or another key area of the course.

Their role is to guide participants, watch for pedestrians, cyclists, dogs and other park users, and report any safety concerns to the Event Lead.

## **4. Timekeeper / Results Volunteer**

The Timekeeper records the event times.

In the early stages, this can be done with a simple stopwatch, phone timer or basic timing app.

The Timekeeper records finishers, helps keep the finish area organised and passes results to the Event Lead after the event.

## **5. Exercise Hub Volunteer**

The Exercise Hub Volunteer helps keep the workout area flowing.

They remind participants of the exercise order, encourage safe movement, help manage space and remind people that all movements can be scaled to suit their ability.

This role is especially helpful for beginners.

## **6. Photographer / Content Volunteer**

The Photographer captures short clips and photos to help share the Park500 community.

They must respect participant privacy and avoid close-up images of children unless permission has been given.

The focus should be on positive, respectful content that shows community, effort, encouragement and enjoyment.

## **Park500 Volunteer Values**

All volunteers are expected to:

- Be welcoming
- Be kind and respectful
- Encourage effort, not ego
- Help people feel included
- Keep the event safe and simple
- Support the volunteer team
  - Communicate clearly
- Represent Park500 positively

Run. Move. Connect.



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## **Want to Volunteer?**

Park500 is built by the community, for the community.

If you would like to help at a Park500 event, complete the Park500 Volunteer Form or speak to the Event Lead at your local location.

**Website:** <https://park500.org/park500>