

SLA Road To Glory

5K RACE MANUAL

FDR Park Boathouse · Philadelphia, PA

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Race Director: Qwazir James

215-520-3052

Important Race Day Info

Key Contacts

Race Director	Qwazir James · 215-520-3052
Advisor / Mentor	Jeremy Spry · 917-847-3510

Before the Race

Each volunteer please dress for the weather. We will have ponchos there if you need one.

Emergency Procedures

In the event of any emergency involving a participant or spectator:

1. Call 911 immediately. Provide your location, a description of the person, and a status update on their condition.
2. Note any identifying details and relevant personal information you may have about the individual.
3. Once 911 has been called, immediately notify the Race Director, Qwazir James, 215-520-3052, and my Advisor, Jeremy Spry, 917-847-3510

Inclement Weather

In case of any inclement weather, go to the nearest place that has a covering. The boathouse, the skatepark under I-95, or the welcome center.

Volunteer Assignments & Supply Lists

General Volunteer Expectations

Arrive at 8:45, help set up your station. After that, you will get prepared to work your station when the race starts. If you do get done with your volunteer station, for example, a water station, let me know, and I will get you set up at another station.

Station Assignments

- **Water Station:** You will need to set up the tables and just hand out the water bottles. Start exactly at 10:00, and you will wrap it up once everyone goes around twice. And then put the tables and water down.
- **Grilling:** You are grilling the burgers and hot dogs, and you start at 10:05 once the runners go off, and you end when everyone is done. You can grill 8-10 hot dogs at a time and 10-12 burgers at a time
- **Course Marshals:** You direct the runners around the course, and once that happens, you should be at each mile making sure they don't turn off the course, wear bright colors, and you finish when all of the runners do.
- **T-shirt distribution.** Please help distribute t-shirts to everyone who orders one and to anyone who wants to order one that day. Look on RunSignup to see who purchased a shirt. And if anyone wants to purchase one, you help them with that, handle the money, and give it to Jeremy at the end.
- **Registration:** You help people register, and you start at 9:30. Once you end, you talk to the race director to do more and help out with other volunteer stations.
- **Food Distribution:** You distribute the food out at around 10:50 as soon as the grill station captain is done making the food.
- **Medal, Distribution:** You distribute the medals as soon as the first finisher is done and continue until the last finisher is done.
- Photographers: Take photos during the race

How to Use RunSignUp (Registration & T-Shirts)

1. Open RunSignUp and navigate to the SLA Road To Glory 5k event page.
2. To check in a pre-registered participant: Go to the registration page, look up participants, and then check them in.
3. To register a new participant on-site: Go to the registration page and click add new participant/
4. For t-shirt orders: Look up the t-shirts in RunSignup, and they should be right there with the people who ordered.
5. If you encounter any platform issues, notify the Race Director immediately — do not delay the registration line.

Supply Lists by Station

Bib Pickup / T-shirt Distribution

- [Bibs (200)
- [Safety Pins (4 per runner)
- [Bib Number lists (Group 1 A-D), Group 2(D-K), Group 3(L-R), Group 4 (S - Z)
- [Shoeboxes (4)
- T-shirt (40)
-

Water Station

- Water (80 small bottles)
- Table (1 table)
- Trash bags (One bag)
- Gloves

Grilling

- The grill (1)
- Hot dogs (50) (8 at a time)
- Gloves
- Plates
- Burgers(80) 6 at a time

Medal Distribution

- The medals (150)
- Table (1)

Food distribution

- The finished food
- Table (1)
- Gloves
- Plates

Timing Station:

- Webscorer
- Laptop
- Hotspot

Course Details

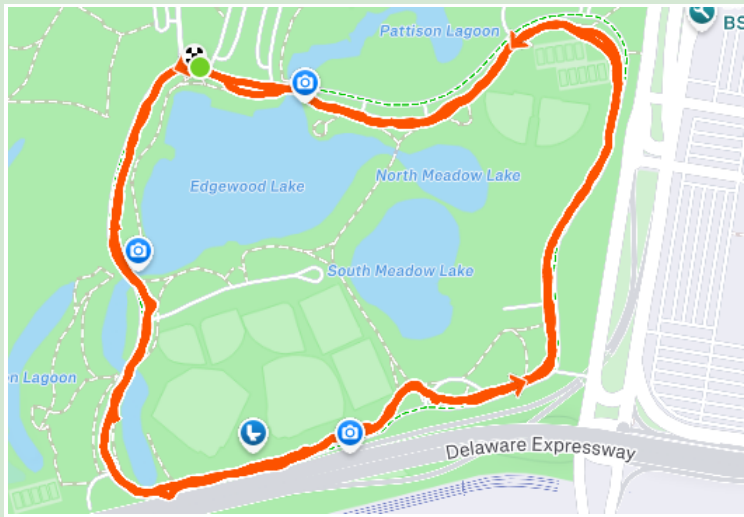
Overview

The race starts and finishes at the boathouse at FDR, and it is an active roadway, so be careful of cars, but it is a fun loop. It is around 3.38 miles, so a little more than a 5k. It is really a nice route.

Key Course Points

Start / Finish	The Boathouse at FDR
Water Station	The Boathouse at FDR, where the start is
Post-Race	Hot dogs and burgers at FDR Boathouse


Course Map



Marshal Instructions

You should first stand at the start. You will stand at the one-mile and two-mile markers and direct them around the loop, and make sure they don't turn into the baseball fields.

Race Day Timeline

8:45	Volunteers & setup crew arrive; begin staging tables and equipment
9:00	All stations should be set up
9:05	Course markings and things get done while running around the course
9:30	The runners start to arrive, and the bib handout starts
10:00	 Race starts
10:05	The grill station captain starts grilling
10:50	Race should be just about over, and we start wrapping it up
11:00	The afterparty starts
11:30	Cleanup complete / event ends

Questions?

If you have any questions before or during race day, contact:

Qwazir James: 215-520-3052

Advisor — Jeremy Spry 917-847-3510