COUNTY

KIDS OF STEEL

TRIATHLON

VOLUNTEER GUIDE

June 7th, 2026



County Kids of Steel Volunteer Guide 2026

A Note from your Volunteer Coordinator

On behalf of the entire planning committee, I want to say that we are so grateful to have you join us for the 15th Annual County Kids of Steel Triathlon! You've likely heard us say this many times, but this event would not be possible without our team of dedicated volunteers, so thanks very much to you all!

This guide includes everything you need to know for race day (what to bring, where to go, when events are happening etc), so please make sure to read it carefully.

Safety is our top priority for athletes, volunteers and spectators. In order to ensure a safe and well-organized event, the schedule, course distances, or other details may be adjusted if necessary. If any changes are required, we will communicate them as quickly as possible through email and/or announcements on the day.

The positive energy and strong sense of community are what make this event so special. We are incredibly grateful to everyone who helps bring County Kids of Steel to life each year. Thank you for being part of it!

Melissa Cubric
Volunteer Coordinator

Race Day at a Glance

Event Venue: Prince Edward Fitness & Aquatic Centre (PEFAC)

Volunteer Check in and Briefing: 6:30 AM - 8:15 AM - Staggered arrival times based on assigned role (see detailed role descriptions for more info) PLEASE be on time so as not to miss your race briefing meeting!

***An important note for those assigned to more than one crew** - Please arrive for the **EARLIER** of the two check in times** (For example, if you are assigned to Mighty Mini's AND Run Crew, please arrive on site for the Mighty Mini's check in/briefing.)

Once you arrive on site please enter PEFAC and go left down the stairs to the squash courts to check-in at the Volunteer Sign in table. Once you are checked in you will receive your volunteer package including a coloured pinnie, a lunch voucher and important info for the day. Please make sure you have signed the Triathlon Ontario Waiver and PEFAC waiver at this time if you have not already done so when you registered online.

Volunteer Briefing: 6:45 AM - 8:30 AM - Staggered briefing times based on assigned role

After checking in, you will receive a race briefing from the Volunteer Coordinator in squash court B. We will review all position responsibilities and locations at this time.

Race Start Time: 9:00 AM (ALL volunteers must be in place by 8:45 AM)

Clean up / Tear Down: 1:30 PM

Parking: There is NO race day parking at PEFAC. **The masonic temple parking lot and back lawn are reserved for volunteers.** In the event these are full, please check the map on page 4 for additional designated parking lots.

Event Schedule

Saturday June 6th 2026

Event Set up at PEFAC: 11:00am -3:30pm
Athlete Check in: 3:30pm-7:00pm

We will need a LOT of help setting up for the event. If you are able to come help, even for an hour or two we would greatly appreciate it. When you arrive, look for me (Melissa) and I will direct you to an area that needs assistance

Sunday June 7th 2026 – Race Day

6:30 AM – Transition Opens for Athletes
6:45 AM – Race Kit Pick up Opens
8:30 AM – Race Kit Pick up Closes
8:45 AM – Transition Closes (all bikes must be racked and ready to go)
8:50 AM – Welcome + Race Briefing for Athletes
9:00 AM- Race Starts
12:30 PM – Awards + Closing remarks
1:30 PM – Tear down starts (Anyone able to stay and help with clean up/ tear down is encouraged to do so)

IMPORTANT: ALL Volunteers MUST be in position for the race **by 8:45 AM**

What to Bring

- Comfortable shoes and clothing
- Rain gear (jacket, boots, umbrella)
- Hat and sunscreen
- Water bottle
- Swimsuit and towel (mighty mini's swim crew only)
- Bike and helmet (Bike patrol only)
- Folding chair (Run / Bike course marshals if desired)

Parking

There will be absolutely NO parking onsite at PEFAC on race day. **The parking lot and back lawn at the Masonic Temple will be reserved for volunteers.** In the event the Masonic Temple parking areas are full, Volunteers can also park in designated areas at local businesses including: County Farm Centre, Printcraft, Stormy's lot across Hwy 33, BMO, along the fence at Foodland, Shelin Pools, & Bejamin Moore.

Please make sure to review the parking map and look for signs marking the designated parking spots within these lots.



Food

Morning: Coffee/ Tea and snacks will be provided upon check-in

Afternoon: All Volunteers will receive a lunch coupon/voucher in their check-in package that can be exchanged for a lunch from the Firefighters BBQ station.

Volunteer Check-in Groups

Group 1: 6:30 am
- Parking attendants
- MC/Music
- Athlete Check-in table
- Transition Zone

Group 2: 7:45 am
- Swim Course
- Mighty Minis Crew
- Refreshments/ Water stations
- Finish Line

Group 3: 8:15 am
- Run Course
- Bike Course
- First Aid

Volunteer Roles

Specific information related to each volunteer group can be found below. Please take a minute to read the groups that apply to you, and take note of the group's Captain. You will be informed of your specific role within your assigned group(s) upon check in on race day. (Mighty minis swim crew and bike patrol will be notified prior to race day.)

We will review all roles and responsibilities during the morning briefing on race day, PLEASE be on time so as not to miss this important information.

Run Course

Captain: Danielle Reynolds
Arrival Time: 7:45 am
Role Descriptions:
- **Route Guide / Safety Marshal:** Direct athletes where to go and ensure they stay on the route
- **Turnaround Point Guide:** Ensure athletes turn around at designated turnaround points and mark off bib numbers as they pass.

Bike Course

Captain: Emmanuel (Manny) Dowuona
Arrival Time: 7:45 am
Role Descriptions:

- **Route Guide/ Safety Marshal:** Direct athletes where to go and ensure they stay on the route
- **Turnaround Point Guide:** Ensure athletes turn around at designated turnaround points and mark off bib numbers as they pass
- **Bike Patrol:** Ride up and down the bike route to ensure athlete safety
- **Mount / Dismount Marshal:** Ensure athletes are getting on/off their bikes and walking them into/ out of transition zone

Swim Course

Captain: Morgan Clark
Arrival Time: 7:45 am
Role Descriptions:

- **Heat Marshal:** Organize athletes into their assigned heats, hand out swim caps and signal to heat escort when ready
- **Heat Escort:** Walk heats from group exercise studio to pool
- **Time Chip Assistant:** Hand out corresponding anklet chip timer to each athlete
- **Lane Counter:** Count laps for swimmers assigned to your lane and let them know when they are on their final lap
- **PEFAC Directions/ Stairs Monitor:** Help direct traffic inside PEFAC, Stop parents/spectators from going upstairs in PEFAC during swim portion, keep next age group in lobby until heat marshals are ready
- **Pool Announcer:** announces the participants and what lane they are in before each race begins.

Transition

Captain: Mike Da Silva
Arrival Time: 6:30 am
Role Descriptions:

- **Bib Check:** Check in bib number upon entering transition, check out bib number when leaving via bike exit, check off bib number when returning from biking
- **Route Guide –** assist athletes with bike rack area set up prior to race, direct athletes to their bike rack and appropriate exit during race

Mighty Minis

Captain: Jocelyn Herbst
Arrival Time: 7:45 am
Role Descriptions:

- **In water Swim Guides –** Assist minis in completing their lap of the width of the pool as needed (some minis may not know how to swim and will need hands on assistance)
- **Transition Assistants –** Direct minis to their bike rack and appropriate exit, assist with putting on clothing/shoes.
- **Run / Bike Route Guide –** Direct minis where to run/bike and ensure they stay on the track.

Check In & Race Kit Pick Up

Captain: Lori Robinson
Arrival Time: 6:30 am
Role Descriptions:

- **Check in Table:** Check in athletes by name and hand out matching bib number
- **Race Kit Pick Up:** Hand out athlete kit bag and ensure waiver is signed
- **Body Marking:** Mark athletes with bib number

Finish Line

Captain: Rob Spagnola
Arrival Time: 7:45 am
Role Descriptions:

- **Bib Number Tracker:** Mark each bib number off as athletes cross the finish line
- **Handing out Medals:** Put medal on each athlete after they cross the finish line and direct them towards food tent
- **Chip Timer Collection:** Collect the chip timer from each athlete after they cross the finish line
- **Spotter:** Call out what bib number/name is coming down finisher chute for announcer

Refreshments

Captain: Curtis McGregor
Arrival Time: 7:45 am
Role Descriptions:

- **Refreshments tent:** Help set up snack tables**,** hand out snacks to athletes
- **Water Station:** Hand out water to athletes during/after the race

First Aid

Captain: Vince Turpin
Arrival Time: 8:15 am
Role Descriptions: Deliver first aid as needed

Parking

Captain:
Arrival Time: 6:30 am
Role Descriptions: Monitor parking lot to ensure race participants and volunteers are only parking in the designated areas for the event. Direct cars to appropriate parking areas. Parking captain will assign you to a parking lot.

Safety

To assist with any injuries or medical emergencies, medical support is available throughout the event, led by our Medical Captain Vince, and supported by trained volunteers, lifeguards, EMS paramedics, and local emergency services. If you have any issues or concerns, please visit the medical tent set-up in front of PEFAC.

Concussion Awareness

Rowan's Law is an Ontario Law to prevent injury and death from concussion. It was created due to the preventable death of Rowan Stringer, a high-school rugby player who died in 2013 due to concussion.

- "Second-hit syndrome" - a second concussion when a first is not fully healed - can be quickly fatal due to swelling in the brain.
- A single concussion can still be harmful for life, especially if not treated.
- Concussion symptoms are vomiting, difficulty concentrating or remembering, fatigue, confusion, mood swings, blurred vision, balance problems, headache, and loss of consciousness.
- Do not race if you suspect a concussion.
- Athletes with a suspected concussion may not continue the race (DNF). Officials, coaches, and race personnel must inform the athlete that they cannot continue.
- Athletes under 26 with a suspected concussion must obtain clearance from a Doctor or Nurse Practitioner before returning to any sport (not just triathlon).
- All suspected concussions must be reported to Triathlon Ontario.
- As part of the Triathlon Ontario agreement, all participants agree to abide by Rowan's Law and the Triathlon Ontario Concussion Code of Conduct.

Further information on concussion awareness and the signs to look out for are available at
Ontario Concussion Resources and Triathlon Ontario Concussion Code of Conduct.

Thank you for taking the time to read and come prepared, it helps ensure a safe and smooth race day for everyone.

If you have any questions or concerns, please reach out to the Volunteer Captain at info@countykidsofsteel.ca/ (289) 242-6515

We look forward to a fun, safe race day!