

LITTLE VIC

#JustAsGreat

VOLUNTEER GUIDE



**GREAT VIC
BIKE RIDE**

31 MARCH - 3 APRIL 2022

Welcome to the team!

Thank you for signing up to volunteer on the Little Vic in 2022! We are so excited to welcome you to our event team.

After a tough couple of years, we're more excited than ever to come together with our volunteer community and do what we do best - create unforgettable event experiences for our riders.

With 1,500 riders set to take part, we couldn't do it without the support of our incredible volunteers - so whether this is your first-time volunteering or your twenty-first, thank you!

Meet the team

Bicycle Network team members

Event Manager

Jaimie Collins

General Manager -
Events

Caitlin Borchers

Site Operations

Rebecca Lane

Route Operations

Declan Napier

Community
Engagement

Louis Coad

Volunteer Coordinator

Sarah Cunningham

Team Leaders

Campsite Services Team

Rob Priestly

Campsite Team

Tim Austin

Catering Equipment
Team

Neil White

Catering Team

Janette Adams &
Margaret Chaplin

Eco Team

Vivienne Zoppolato

Flying Squad

Grant Whiteside

Hub Team

Sam McSweeney

Logistics Team

Keith Porter

Lunch Team

Neil Warren

Main Street Team

Hamish Haugh

Marshal Team

Declan Napier

Route Services Team

Bob Cater &
David Purdon

SAG Team

Frank Coppens &
Stewart Livingston

Signs Team

Adam Smith &
Sharon Margetts

Volunteer Operations

Lyall Hill &
Steve Milton

WARBY Team

John Pyle &
Brenton Harty



EVENT DETAILS

Itinerary

Volunteer arrival day: Wednesday 30th March

Route: Halls Gap (Volunteer Bus arrives)

Ride distance: -

Campsite: [Private Land - Valley Drive, Halls Gap](#)

Day 1: Thursday 31st March

Route: Halls Gap (Rider's arrive)

Ride distance: -

Campsite: [Private Land - Valley Drive, Halls Gap](#)

Day 2: Friday 1st April

Route: Halls Gap - Dunkeld

Ride distance: 72km

Campsite: [Dunkeld Racecourse](#)

Day 3: Saturday 2nd April

Route: Dunkeld - Halls Gap

Ride distance: 110km

Campsite: [Private Land - Valley Drive, Halls Gap](#)

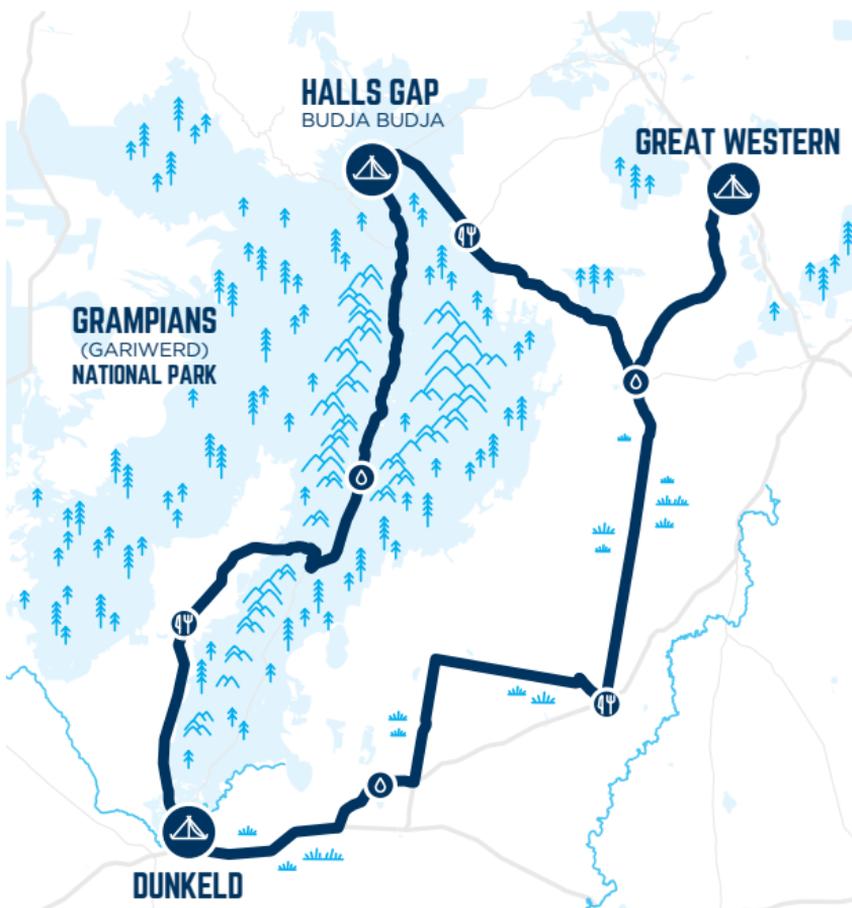
Day 4: Sunday 2nd April

Route: Halls Gap - Great Western

Ride distance: 53km

Campsite: [Seppelts Cellar Door \(Finish line only\)](#)

The Route



**PREPARING
FOR THE
EVENT**

What to bring

Camping Equipment

- Sleeping bag
- Mat
- Pillow
- Torch
- Tent (unless you're using one of ours)

Clothing

- Warm, waterproof jacket
- Comfortable clothing for all weather
- Comfortable, closed-toe shoes
- Thongs
- Pyjamas
- Bathers

Electronics

- Phone & charger
- Power bank

Toiletries

- Toothbrush & toothpaste
- Shampoo, conditioner and hair brush
- Deodorant
- Soap
- Towel
- Lip balm

Dining

- Plate & bowl
- Knife, fork & spoon
- Drinking cup / mug

Other

- Sunglasses and sunscreen
- Ear plugs
- Snacks
- Face mask

Getting there

During your application, you selected how you will be getting to and from the event. Please ensure that these details are still correct and inform us if your circumstances have changed.

Bus Details

Please ensure you arrive 15 minutes prior to the scheduled departure time to ensure you don't miss your bus!

Bus Service to Halls Gap from:	Departure:		
	Date	Location	Time
Melbourne	Wed 30 Mar (Volunteer bus)	Jolimont Terrace	11:00am
	Thu 31 Mar	Jolimont Terrace	8:30am
Ballarat	Thu 31 Mar	202 Lydiard Street (Ballarat Railway Station)	8:45am
Geelong	Thu 31 Mar	Geelong Busport	8:00am
Bendigo	Thu 31 Mar	Lake Weerona	9:30am
Traralgon	Thu 31 Mar	Traralgon Railway Station	6:00am
Albury	Thu 31 Mar	Albury Railway Station	6:00am
Wangaratta	Thu 31 Mar	Apex Park	7:00am
Great Western LTCP	Thu 31 Mar	Great Western long term car park	11:00am

**LTCP open 31 March from 9am, and 3 Apr 10am - 3pm.*

Getting home

On Sunday 3 April buses will begin departing 12pm onwards from the Great Western Finish Line.

Bus Services

Melbourne, Geelong, Ballarat, Bendigo, Traralgon, Albury/Wangaratta.

When you arrive in Halls Gap

Step 1: Check in

- When you arrive, the first thing you will need to do is check in with us at the volunteer support area. Here we will check you into the event and provide you with your volunteer pack and passport. Your event passport is your ticket to the event and how we identify you. You will need to wear this at all times while on campsite.
- Please note that with buses arriving there may be a queue. Feel free to take a walk or grab a coffee and come back when the line has died down.

Step 2: Collect your uniform

- After you're checked in, we will help you get set up with your team uniform. You will receive two polo shirts; your choice of either a hat or cap; and a water bottle.

Step 3: Set up camp

- If you've opted to use a Bicycle Network tent, we will help you find your tent which will be ready and waiting for you. Take some time out to set up your mat and sleeping bag and get yourself settled.
- If you brought your own tent, you'll be free to go and set your tent up yourself right after collecting your uniform.

Step 4: Meet your team

- The next step is to meet up with your team leader and fellow team members. Team meeting arrangements will vary by team, therefore your team leader will communicate with you directly the details of when and where to meet with them. If however you are unsure of the details, chat to any Bicycle Network team member who will be more than happy to connect you!

Life on campsite

The Hub

Your one-stop info centre located at the campsite. Our team can tell you what's happening in town or at the campsite. Essential services such as lost property are also found here.

The big tent

The big tent is the heart of any Great Vic campsite. It's where you'll dine each morning and night and is also home to the main bar and entertainment stage.

Tea & coffee

Free tea, coffee and milo will be available near the catering marquee as well as the volunteer support area.

Food & drinks

Feeling peckish? Visit the food trucks on main street and grab yourself a barista made coffee, snack, cold drink, ice-cream or even some popcorn. Dinner is provided in the big tent each night.

Dish washing

Dishwashing stations are provided for everyone. Please make sure you wash your plates and cutlery after every meal and use the sani-spray provided. Please bring your own reusable plates and cutlery.

Clothes washing

Our clothes hand washing stations operate from 2:00pm to 5:00pm daily.

Toilets

Multiple toilet trucks and cubicles are located around camp sites.

Showers

Showers are open from 12:00pm to 8.30pm.

Phone charging

Phone charging is free for volunteers and can be found at the volunteer support area.

Water stations

There are free water stations located around the campsite

Volunteer bus

Many of our volunteers will take our volunteer bus each day to the next campsite. This bus usually departs the campsite each day at 9am. Your luggage will go with you on the bus.

Pre-event checklist

In the weeks leading up to the Great Vic, please ensure that:

- Your transport, tent & dietary requirements are all up to date in the portal
- You have read your position description found on the [Bicycle Network website](#)
- You have read the packing list and know what you need to bring with you
- You know when and where your transport is departing from
- If you are a Victorian resident aged 18+, you have a valid Working with Children Check (WWCC)
- You are fully vaccinated against COVID-19 and will be able to provide proof of this upon arrival in Halls Gap.

If your circumstances change or if you are unclear about any of the above, please feel free to give us a call on (03) 8376 8888 or send us an email at volunteer@bicyclenetwork.com.au



**THE
SERIOUS
STUFF**

A COVIDSafe event

To ensure a COVIDSafe event, you will notice a few things are a little different this year. .



We have redesigned our dining layout to improve flow, align with relevant guidelines for outdoor dining and ensure you've got plenty of space to enjoy your meal.



Camping areas are zoned - general, quiet, sleep easy and schools, with luggage trucks assigned to each zone.



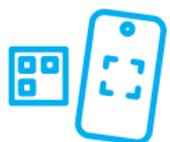
We have increased the cleaning services across the event to ensure that toilets, showers and other high-touch areas are clean & hygienic for all riders.



Our rest and lunch areas have a new layout to assist with flow and social distancing, but we'll still have all the essentials readily available.



All of our transport will operate in line with the guidelines set by Public Transport Victoria for shared transport. This may include a requirement to wear a mask.



All riders, event team, volunteers and contractors are required to be double vaccinated to attend the event. Please remember to check in via QR codes where required.

Please note that you will be required to show proof of vaccination status upon your arrival in Halls Gap.

What we expect of you

Now that you are a part of the team, here are five things we expect from you:

1. Respect Bicycle Network and our values – honest, committed, inclusive and progressive
2. Work hard to be the best you can at your role and help us to achieve our goals
3. Participate in training to ensure you're ready for your role
4. Let us know if there's anything that makes it hard for you to do your role
5. Achieve something great and have fun

Bicycle Network's deal breakers – Here are nine things you can't do:

1. Smoke when you're representing us and wearing our uniform
2. Smoke on campsite
3. Attend your shift affected by alcohol and/or drugs
4. Commit any offence against Bicycle Network
5. Do anything illegal while you're representing us
6. Do anything which might damage our brand
7. Threaten, assault, bully, discriminate against or sexually harass other team members or stakeholders
8. Steal other team member's stuff or stuff belonging to us
9. Breach the agreements you have made (like this one) in signing up to volunteer

Staying safe

Safety - keep it simple!

- Don't do something that you think is unsafe
- Don't ask anyone else to do anything unsafe
- If you see something which looks risky, address it straight away and or call event assistance

In an emergency

- Stay calm and assess the situation
- Call Emergency services on 000
- Call Event Assistance

IS IT AN EMERGENCY? Does it require Ambulance, Fire or Police?	
NO	YES
CALL EVENT ASSISTANCE 0425 381 816 or 0425 777 484	STEP 1: Call EMERGENCY SERVICE 000 STEP 2: Call EVENT ASSISTANCE 0425 381 816 or 0425 777 484

In case of an emergency, it is always recommended to call **000** first.

Calling event assistance **after** calling 000 is essential, so that, where possible, Bicycle Network can work with the Emergency Services to facilitate the appropriate response.

Looking after yourself on event

On the Bicycle Network events team, we have a saying while on event - *"eat before you're hungry, drink before you're thirsty and put sunscreen on before you're burnt"*. The most important thing you can do during the Little Vic is to look after yourself.

Here are some simple tips:

- Drink plenty of water
- Wear layers of clothes
- Always apply sunscreen and wear a hat during the day
- Wear comfortable shoes
- If you need help - ask
- Look out for your team mates
- Take a break when you need it



**THE
FUN
STUFF**

Volunteer Party

To say a big thank you and to celebrate all the amazing achievements of our volunteer team, we are hosting a volunteer party!

The details

When: Saturday 2 April from 7pm

Where: On campsite, the Catering Marquee, Halls Gap. Two drinks and nibbles will be provided. Please eat dinner beforehand.

Daily entertainment

From live bands to talent quests and everything in between! There is always something fun to get involved with every afternoon and evening on campsite. Check out the ride guide for the full entertainment schedule and to see how you can get involved.

Volunteer Support Area

The volunteer support area is your space to use during your downtime. Here you can take a well-earned break; read the newspaper; charge your phone; play some board games; have a cup of tea, coffee or milo; or borrow a bike to use during the afternoon. The volunteer team will also be around to organise activities such as group walks into town or trips to local landmarks, so make sure you check in with them regularly on event to keep up to date with all the fun things that are happening!

Volunteer of the day

To recognise all the amazing work that our volunteers put in on a daily basis, throughout the event we will be selecting volunteers for our volunteer of the day award! All riders, volunteers and Bicycle Network team members can nominate someone for their great work by visiting the hub and completing our nomination form. The winner will be announced each evening at the rider briefing.

Merchandise discount

Keen to get your hands on some Little Vic merchandise? Just show your volunteer passport at the merchandise store on event to claim your offer.

Join our Facebook group!

Share photos, ask questions and keep up to date with everything that's happening on event by joining our Facebook group.

To join [click here](#) or search 'Great Vic Bike Ride - Volunteers'

Life Members and Loyal Volunteers

A huge thank you to all our Life Members and loyal volunteers who have notched up more than 10 years of volunteering on the Great Vic.

Adam Smith

Alan Leenaerts

Andrea Burgess

Andrew Smith

Bob Cater

Brenton Harty

Clive Shipley

David Lanyon

David Leong

David Bennett

Dimity Fowler

Dolores Stafrace

Gabriel Stafrace

Gary Wakeling

Geoffrey Taig

Grant Whiteside

Hamish Haugh

Jim Rees

John Pyle

Julie Rees

Keith Porter

Lyall Hill

Margaret Sewell

Michael Symons

Neil Warren

Neil White

Nickie Reid

Richard Wigger

Rob Smith

Robert Priestley

Roman Ciurpita

Ross Scanlon

Sandra Portlock

Shane Kolacz

Sharon Margetts

Stephen Milton

Vivienne Zoppolato