

VOLUNTEER POSITIONS

Note: This document is intended to provide a quick overview of all available volunteer positions; [CLICK HERE](#) to register for these positions.

Positions are listed in alphabetical order, with the exception of positions only open to Bellin Health & Bellin College employees. These positions are outlined in a special section immediately following the “General Positions” **All Medical positions are detailed in a separate document.** [See Medical Positions.](#)

GENERAL POSITIONS:

Job Title: **Astor Park Clean Up**

Shift 1 Date: Friday, June 9

Shift 1 Hours: 3:30 – 8:00 pm

Shift 2 Date: Saturday, June 10

Shift 2 Hours: 8:00 – 11:00 am

Report to: Volunteer Check-in Tent in Astor Park

Description: Maintain the garbage/recycling areas within Astor Park during the Friday night Expo and on Race Day. Must be able to do bending and occasional lifting (20 pounds).

Contact: Travis.Poupore@bellin.org

Job Title: **Back to the Road Crew/Children’s Run/Triumph Mile Water Stop**

Shift Date: Friday, June 9

Shift 1 Hours: 4:00 – 5:45 pm

Shift 2 Hours: 5:45 – 7:00 pm

Report to: Astor Park – Finish Line on Roosevelt Ave

Description: This is a joint water station for the three events: Back to the Road Crew, Children’s Run and Triumph Mile. Pass out cups of water or water bottles to participants during and following their event.

Contact: Sean Ryan at director@Fall50.com

Job Title: **Baird Park Clean Up**

Shift Date: Saturday, June 10

Shift Hours: 7:00 – 11:00 am

Report to: Volunteer Check-in Tent in Astor Park

Description: Maintain the garbage/recycling areas within Baird Park on Race Day. Must be able to do bending and occasional lifting (20 pounds).

Contact: Travis.Poupore@bellin.org

Job Title: Children's Face Painting

Shift Date: Friday, June 9

Shift 1 Hours: 4:00 – 6:00 pm

Shift 2 Hours: 6:00 – 8:00 pm

Report to: Astor Park – Children's Area on the south end of the park

Description: Facepaint the faces of the children that arrive at the Children's Area. **All materials provided**

Contact: Megan.Lehmann@bellin.org

Job Title: Children's Games

Shift Date: Friday, June 9

Shift 1 Hours: 4:00 – 6:00 pm

Shift 2 Hours: 6:00 – 8:00 pm

Report to: Astor Park – Children's Area on the south end of the park

Description: Help with the children's games.

Contact: Megan.Lehmann@bellin.org

Job Title: Children's Run Course Corners

Shift Date: Friday, June 9

Shift Hours: 5:30 – 7:30 pm

Report to: Astor Park – Start Line on Roosevelt Ave

Description: Coordinator will send you to an appropriate position on the Children's Run course. Lead children through the course.

Contact: Sean Ryan at director@Fall50.com

Job Title: Children's Run – Finish Line

Shift Date: Friday, June 9

Shift Hours: 5:30 – 7:30 pm

Report to: Astor Park – Finish Line on Roosevelt Ave

Description: Assist children in going through the finishing chute. Handout awards & giveaway to participants.

Contact: Sean Ryan at director@Fall50.com

Job Title: Children's Run – Start Line/Staging Area

Shift Date: Friday, June 9

Shift Hours: 5:30 – 7:00 pm

Report to: Astor Park – Start Line on Roosevelt Ave

Description: Stage children for the race heats according to age.

Contact: Sean Ryan at director@Fall50.com

Job Title: Course Corners

Shift Date: Saturday, June 10

Shift Hours: 7:30 – 10:30 am

Report to: [Click here](#) for link to listing of course corner locations.

Description: Please be on your assigned corner by 7:30 am and remain until the last walker passes. Stand on assigned corners of the 10k route and work as a crossing guard, stopping traffic to allow runners to run through. Busy streets are manned by police officers. This can be a shared position with two (2) people. Volunteers must wear a yellow safety vest, which will be provided by the Bellin Run. **Safety vests will be in a zip lock bag on your course corner. Please return vests to the bag; they will be collected post-race by Bellin Run personnel.**

Contact: Ann Scholl at run262lady@gmail.com

Job Title: **Course Set Up**

Shift Date: Saturday, June 10

Shift Hours: 4:30 am – 12:00 noon

Report to: Bellin Hospital Power Plant (Off Cass Street, north of Webster)

Description: Assist in setting up the course. After the race has finished assist in taking down the course.

Contact: Sean Ryan at director@Fall50.com

Job Title: **Food Tent at Finish Line**

Shift Date: Saturday, June 10

Shift Hours: 7:30 – 11:00 am

Report to: Corner of Clay & Lawe

Description: Pass out food bags to the participants when they finish. **HELP CLEAN UP AREA WHEN RACE IS FINISHED**

Contact: Steve Reinders at Steven.Reinders@bellin.org

Job Title: **Photographer Assistant**

Shift Date: Saturday, June 10

Shift 1 Hours: 6:30 – 7:30 am

Report to Corporate Challenge picture area – near Roosevelt Drive

Shift 2 Hours: 10:15 – 11:30 am

Report to: Astor Park – Awards Ceremony in large tent

Description:

Shift 1: Get Corporate Challenge teams assembled and ready for photographs. Have a team ready to go while another is being photographed.

Shift 2: Help organize award winners for pictures at Awards Ceremony

Contact: Linda Maxwell at Linda.Maxwell@bellin.org

Job Title: **Popcorn Worker**

Shift Date: Friday, June 9

Shift Hours: 3:00 – 8:00 pm

Report to: Astor Park – Popcorn tent in Expo area.

Description: Fill bags half full. Pass out to people.

Contact: Jennie Granberg at Jennie.Granberg@bellin.org

Job Title: Registration Packet Handout

Shifts 1&2 Date: Friday, June 9

Shift 1 Hours: 2:45 – 5:15 pm

Shift 2 Hours: 5:15 – 8:00 pm

Shift 3 Date: Saturday, June 10

Shift 3 Hours: 6:00 – 8:30 am

Report to: Astor Park Registration Tent

Description: Hand out packets to pre-registered participants. This job requires standing for the entire shift, the ability to work under pressure and quickly alphabetize.

16 years and older, please.

Contact: Sue Vyse at Susan.Vyse@bellin.org

Job Title: Registration – Data Entry

Shifts Date: Friday, June 9

Shift 1 Hours: 2:45 – 5:30 pm

Shift 2 Hours: 4:30 – 7:00 pm

Shift 3 Hours: 5:30 – 8:00 pm

Report to: Astor Park Registration Tent

Description: Enter new registrations into database on laptop computer in the registration tent. Computer typing experience is required.

Contact: Linda Oshefsky at Linda.Oshefsky@bellin.org

Job Title: Registration – New Registration

Shifts Date: Friday, June 9

Shift 1 Hours: 2:45 – 5:30 pm

Shift 2 Hours: 4:30 – 7:00 pm

Shift 3 Hours: 5:30 – 8:00 pm

Report to: Astor Park Registration Tent

Description: Process forms and payment for new participants on Friday evening in the registration tent.

Contact: Linda Oshefsky at Linda.Oshefsky@bellin.org

Job Title: Registration – Race Packet Assembly

Shift Date: May 16 – 29 (weekdays)

Shift Hours: 8:00 – 4:00 pm, working anytime for a minimum of two hours

Report to: Bellin Run Headquarters 1263 E. Mason St., Green Bay, WI 54301

Description: Assemble race packets for participants prior to the race. Come anytime between 8 am & 4 pm, but please plan to work a minimum of 2 hours. You will register only for the first day you work, but will be able to register for additional days onsite.

Contact: Sue Vyse at Susan.Vyse@bellin.org

Job Title: Registration – Solutions Table Runner

Shifts Date: Friday, June 9

Shift 1 Hours: 2:45 – 5:15 pm

Shift 2 Hours: 5:15 – 8:00 pm

Report to: Astor Park Registration Tent

Description: Troubleshooting in situations where bibs are not found at packet handout. This position requires attention to detail and assertive, independent problem solving. Fast paced, with brisk walking required.

Contact: Barb Meyer at bellinrun@bellin.org

Job Title: **Registration – T-shirt Exchange**

Shift Date: Saturday, June 10

Shift Hours: 6:00 – 8:30 am

Report to: Astor Park Registration Tent

Description: Help participants exchange t-shirts if necessary. This job requires standing for the entire shift.

Contact: Sue Vyse at susan.vyse@bellin.org

Job Title: **Registration – T-shirt Handout (New Registration)**

Shift Date: Friday, June 9

Shift 1 Hours: 2:45 – 5:15 pm

Shift 2 Hours: 5:15 – 8:00 pm

Report to: Astor Park Registration Tent

Description: Hand out t-shirts to participants. This job requires standing for the entire shift.

Contact: Sue Vyse at susan.vyse@bellin.org

Job Title: **Registration – T-shirt Handout (Pre-registered)**

Shifts 1&2 Date: Friday, June 9

Shift 1 Hours: 2:45 – 5:15 pm

Shift 2 Hours: 5:15 – 8:00 pm

Shift 3 Date: Saturday, June 10

Shift 3 Hours: 6:00 – 8:30 am

Report to: Astor Park Registration Tent

Description: Hand out t-shirts to participants who are pre-registered. This job requires standing for the entire shift.

Contact: Sue Vyse at susan.vyse@bellin.org

Job Title: **Run with Greatness Course Corners**

Shift Date: Friday, June 9

Shift Hours: 7:30 – 8:30 a.m.

Report to: Astor Park

Description: Stand on assigned corners of the Run With Greatness fun run route and work as a crossing guard, stopping traffic to allow runners to run through.

Contact: Ann Scholl at run262lady@gmail.com

Job Title: **Shuttle Attendant (Loading)**

Shift Date: Saturday, June 10

Shift Hours: 6:00 – 8:00 a.m.

Report to: 400 Main Street Parking Lot directly across from the Hyatt Regency

Description: Assist participants onto shuttle for transportation to the Bellin Run
Contact: Dan Konop at dkonop@new.rr.com

Job Title: Shuttle Attendant (Arrivals)
Shift Date: Saturday, June 10
Shift Hours: 6:00 – 9:00 am
Report to: Astor Park along Roosevelt Street

Description: Work at shuttle bus drop off area directing runners and families arriving to race activities
Contact: Dan Konop at dkonop@new.rr.com

Job Title: Shuttle Attendant (Departures)
Shift Date: Saturday, June 10
Shift Hours: 9:00 am - noon
Report to: Astor Park along Roosevelt Street

Description: Work at shuttle bus pick up area directing runners and families departing from the race activities.
Contact: Dan Konop at dkonop@new.rr.com

Job Title: Spaghetti Dinner Garbage Detail
Shift Date: Friday, June 9
Shift Hours: 5:00 – 9:00 pm
Report to: Astor Park Spaghetti Dinner Tent

Description: Make sure garbage cans are emptied on a timely basis; additional clean up of spaghetti dinner area as necessary.
Contact: Steve Reinders at Steven.Reinders@bellin.org

Job Title: Spaghetti Dinner Servers
Shift Date: Friday, June 9
Shift 1 Hours: 3:30 – 6:00 pm
Shift 2 Hours: 6:00 – 8:30 pm
Report to: Astor Park Spaghetti Dinner Tent

Description: Serve spaghetti/garlic bread/salad
Contact: Steve Reinders at Steven.Reinders@bellin.org

Job Title: Spaghetti Dinner Set/Clear Tables
Shift Date: Friday, June 9
Shift 1 Hours: 3:30 – 6:00 pm
Shift 2 Hours: 6:00 – 8:30 pm
Report to: Astor Park Spaghetti Dinner Tent

Description: Set tables for dinner. Ask guests if they would like another plate of spaghetti and get it for them. Assist parents with small children to table with food and beverages.
Clear tables.
Contact: Steve Reinders at Steven.Reinders@bellin.org

Job Title: Water Bottle handout (finish line)
Shift Date: Saturday, June 10

Shift Hours: 7:00 – 10:30 am
Report to: Corner of Clay & Cass

Description: Hand out water bottles to finishers after they cross the finish line. **HELP CLEAN UP AREA.**

Contact: Ann Scholl at run262lady@gmail.com

Job Title: **Water Station (see below for locations)**

Shift Date: Saturday, June 10

Shift Start Time: 6:30 am

Description: Hand out cups of water to runners/walkers as they pass. **MUST CLEAN UP WATER STATION AND STREET WHEN FINISHED**

PreRace (Start): Baird Park. Shift ends approx.. 9:00 a.m.

Contact: TBD

Station #1 Webster Avenue at Beaupre. Shift ends at approx.. 9:30 am

Contact: TBD

Station #2 Webster Avenue/St. Matthew's Church. Shift ends approx. 10:30 am

Contact: Jeff Hoeksema at Jeff.Hoeksema@bellin.org

Station #3 East River Drive/Heyden. Shift ends approx.. 10:30 am

Contact: Jim Anderson at jamesanderson1959@att.net or

Station #4 Across street from 540 East St. Joseph Street Shift ends approx.. 10:30 am

Contact: Tom Brault at Thomas.Brault@bellin.org

Station #5 Libal St/Kalb Ave Shift ends approx. 10:30 am

Contact TBD

Station #6 Clay & Grignon St. Shift ends approx.. 10:30 am

Contact: Josh Keeney at Josh0Kenney@gmail.com

BELLIN HEALTH/COLLEGE EMPLOYEE POSITIONS:

Note: Bellin Health employees can volunteer for any General positions outlined above, in addition to the following positions:

Job Title: **Amerihart Display/TAVR Booth**

Shift Date: Friday, June 9

Shift Hours: 3:30 – 8:00 pm

Report to: Astor Park Expo Area

Description: This volunteer would provide information and answer questions regarding the Amerihart blow-up display.

Contact: Maggie Burkart at Maggie.Burkart@bellin.org

Job Title: Asthma & Allergy Booth

Shift Date: Friday, June 9

Shift Hours: 3:00 – 8:00 p.m.

Report to: Astor Park Expo Area

Description: This volunteer would provide information and answer questions regarding Bellin Health Asthma and Allergy services

Contact: Pat Smits at Patricia.Smits@bellin.org

Job Title: Back to the Road Crew Packet Pick Up

Shift Date: Friday, June 9

Shift Hours: 2:30 – 5:00 pm

Report to: Astor Park – Tents just west of the basketball courts near Roosevelt Ave

Description: Pass out Registration Packets to Road Crew Participants

Contact: Becky Barrett at Rebecca.Barrett@bellin.org

Job Title: Cancer Team Expo Tent

Shift Date: Friday, June 9

Shift 1 Hours: 3:00 – 5:30 pm

Shift 2 Hours: 5:30 – 8:00 pm

Report to: Astor Park – Expo Area

Description: Answer questions and assist with sale of Cancer Team Honor Bibs

Contact: Peggy Savoie at Peggy.savoie@bellin.org

Job Title: First Aid – Main Medical Tent, Registration

Shift Date: Saturday, June 10

Shift Hours: 6:45 – 11:00 am

Report to: Medical Tent in 725 S Webster Parking Lot for medical meeting.

Requirements: MUST BE A CURRENT BELLIN EMPLOYEE WITH REGISTRATION EXPERIENCE.

Must be cleared by Roland Schmidt to work this position. Contact him at Roland.Schmidt@bellin.org

Job Description: Responsible for capturing demographic information (via bib number when available) on any participant, volunteer or spectator entering the main medical tent. Main medical registration staff are expected to provide excellent, professional customer service as well as maintaining patient confidentiality and privacy.

Job Title: Health Weight Management Expo Tent

Shift Date: Friday, June 9

Shift Hours: 3:00 – 8:00 pm

Report to: Astor Park – Expo Area

Contact: Roxanne Denneau at Roxanne.Denneau@bellin.org

Job Title: Joints for Life Booth

Shift Date: Friday, June 9

Shift Hours: 3:30 – 8:00 pm

Report to: Astor Park – Expo Area

Description: You must be a Bellin Employee of 8th floor/Ortho Unit to volunteer for this.

Contact: Jenna Thyges at Jenna.Thyges@bellin.org

Job Title: OPO Booth

Shift Date: Friday, June 9

Shift 1 Hours: 3:00 – 5:30 pm

Shift 2 Hours: 5:30 – 8:00 pm

Report to: Astor Park – Expo Area

Contact: Bonnie Luebke at Bonnie.Luebke@bellin.org

Job Title: Safe Haven Law Expo Tent

Shift Date: Friday, June 9

Shift 1 Hours: 3:00 – 5:30 pm

Shift 2 Hours: 5:30 – 8:00 pm

Report to: Astor Park – Expo Area

Contact: Janet Letter at Janet.Letter@bellin.org

Job Title: IT Equipment Setup & Support

Shift 1 Date: Friday, June 9

Shift 1 Hours: Noon – 4:00 pm

Shift 2 Date: Saturday, June 10

Shift 2 Hours: 5:00 am - noon

Report to: Astor Park – Expo Area

Description: You must be a Bellin Information Services employee to register for this job. Set up all IT equipment in Astor Park. Support as necessary.

Contact: Greg Gross at Greg.Gross@bellin.org

Job Title: Spaghetti Dinner -Cashier

Shift Date: Friday, June 9

Shift 1 Hours: 3:15 – 6:15 pm

Shift 2 Hours: 6:15 – 8:30 pm

Report to: Astor Park Spaghetti Dinner Tent

Description: Bellin College employees only

Contact: Matt Rentmeester at matt.rentmeester@bellincollege.edu

Job Title: Sports Medicine Health Expo Worker

Shifts 1&2 Date: Friday, June 9

Shift 1 Hours: 3:00 – 5:30 pm

Shift 2 Hours: 5:30 – 8:00 pm

Shift 3 Date: Saturday, June 10

Shift 3 Hours: 7:00 – 11:00 am

Report to: Astor Park Expo Area

Description: Must be a Bellin Health Sports Med employee

Contact: Lisa Reinke at Lisa.Reinke@bellin.org

Job Title: Volunteer Assistant

Shift Dates/Hours: See Below

Description: Assist in passing out the volunteer t-shirts and supplies to all volunteers. CONTACT SELYS PERRY for registration password.

Contact: Selys Perry at Selys.Perry@bellin.org

Thursday, June 1

11:00 am – 1 pm

Lindy's Building Cafeteria

Monday, June 5

3:00 – 6:00 pm

Bellin Tree Top Cafeteria Area

Tuesday, June 6

4:00 – 6:00 pm

FMC Ashwaubenon West Side Entrance

Wednesday, June 7

5:30 – 8:00 pm

Location: TBD