

British Sprints Weekend
August 30-31 August 2025

SITUATIONS VACANT

EAOA is hosting the British Mixed Sprint Relay Champs at RAF Honington on Saturday 30th August 2025, and the British Sprint Champs at UEA on the Sunday. The success of these events will rely on having a small team planning each event in advance, and (for the British Sprints) a large number of on the day helpers. The scale of these events is way more than one club can undertake, and support from across the region is vital.

We already have a team who meet monthly via zoom to plan these events, but this team is going to need to grow significantly for us to have any hope of successfully staging these events.

This is a list of the major roles still unfilled:

1. Sprints: Organiser

Needs to be an experienced organiser who is qualified at organising Level B orienteering events.

Also, a Deputy is needed for this role in case the organiser is unexpectedly unavailable (eg accident or emergency close to the date of the event). We already have a volunteer for the deputy position.

EAOA organised the Sprints in 2017, so there is a good amount of knowledge and experience available from that event, and the organiser will be given plenty of support. However there needs to be one person taking responsibility for the event and being the on the day organiser.

2. Sprints: Starts Team Leader

The start team lead is a vitally important role. A Deputy is needed for this role too, in case the team leader is unexpectedly unavailable (eg accident or emergency the day before the event).

Job description: Understand in detail how the starts will operate (with about 20 start lanes, which will change their use during the duration of the start to accommodate about 40 entry classes and somewhere between 700 and 1000 entrants).

Help to recruit an adequate number of helpers (in 2017 we needed 36 on the day helpers in addition to the team leader. Arrangements in 2025 will be similar, so we can expect a similar sized team will be needed).

Make sure each role has a person assigned and that every helper knows their role and how the start system as a whole operates, and the period(s) they will be on duty.

Define what equipment needed (tables/map boxes/signage/start grid/start line and call up clocks etc etc) and make sure there is a plan for who will bring/set up/take down/ take away.

Do all this for the morning heats in Bowthorpe, and also the afternoon finals at the UEA campus.

Recommended that the start team leader joins the monthly zoom major event planning meetings.

This role is specific to the British Sprints. Starts at the Relays (the previous day) are much simpler by comparison and are not the responsibility of the Sprints start team lead.

3. Entries Secretary (Sprints)

Entries will be through SportIdent or Fabian4. The task of the entries secretary is to handle email requests relating to entries. These can range from simple requests to change dibber number (for example) although something as simple as that they can probably do themselves online; responding to requests for late entry or late changes of details; questions regarding eligibility; queries relating to published details or an aspect of the event not (yet) covered in the published details.

Important that the entries secretary be at enquiries on the day, since they will know the background to enquiries.

We will need to plan the timings around entries so that the fact that people will be away during the school hols in the weeks before the event does not cause problems.

Recommended that the entries secretary joins the monthly zoom once entries are open.

This is to cover just the Sprints. Entries to the Mixed Sprint Relays to be handled by ANO.

4. Download team leader

We intend that the results system is provided by a professional outfit (such as SportIdent), but this will be supplemented by a team of 6-8 volunteers on the day manning download stations, probably using some of the EAOA download kit and/or kit from EAOA clubs. The download team manager is responsible for liaising with the results service provider, making sure the right kit is there on the day, and making sure there is a team of properly briefed volunteers available to help on download duty in defined shifts through the day. May also be involved in making sure hire dibbers are correctly assigned, especially if these are picked up on the day.

5. Enquiries team leader

A team of 6-8 (allowing for 2 shifts) is likely to be needed on registration to handle enquiries, complaints, hire dibber collection, etc. This team should include the Entries Secretary, but in particular there needs to be a team leader (probably not the entries secretary although it could be) who has the right approach for handling people who for example feel hard done by if they fail to get through to the A race in the final due to not qualifying in the heats.

6. Website manager (Sprints and Sprint Relays)

This is a very straightforward role. From time to time, update the mini-website that BO will pass on to us with links to event details, entries and results, and post text supplied by organiser.

Makes sense if same person can do this job for the Sprints and the mixed sprint relays (each will have its own mini-website).

7. Publicity (Sprints and Sprint Relays)

Design an advert to be used as flyer and to be published in CompassSport magazine; includes sourcing images eg photos of orienteers in action and ensuring these are properly credited when published, obtaining map snippets from planner.

To cover both sprints and mixed sprint relays (joint advert in CompassSport; double sided postcards as flyers).

Arrange for publishing/printing of these adverts/flyers. Arrange how flyers will be distributed (eg at major events earlier in the year).

The above is not an exhaustive list, and does not include most of the jobs at the Mixed Sprint Relays, but the roles above are felt to be the most critical.

PW 14 May 2024