

# ***BOLDERBOULDER***

## **JOB TITLE: PACKET BUILD CREW**

### **ABOUT US:**

Every year team BOLDERBoulder works closely with the Boulder community to put on 2 special and unique road races, the BOLDERBoulder and the ColderBOLDER, that see a combined total of more than 45,000 runners, walkers, and joggers.

### The Races

The BOLDERBoulder, named *America's All-Time Best 10K* by Runner's World takes place on Memorial Day in beautiful Boulder, CO. Finishing at Folsom Field, this race is one for the bucket list and continues to amaze participants, spectators, and VolRUNteers year after year.

The ColderBOLDER, our holiday invitational and open races, takes place in (sometimes) chilly December on the picturesque CU Boulder campus. This sold-out race encourages participants, friends and family to celebrate a little cold sweat, the holidays and staying BOLD all year round.

### **ABOUT THE POSITION:**

As *America's All-Time Best 10K*, the position of packet build crew member is a key role in the overall production of the race. The work of this team enables all participants to get to the start line, in the correct wave, with everything they need! This hands-on opportunity is best-suited for someone who is detail-oriented, can perform repetitive motions while standing or walking for much of their shift, and enjoys working in a fast-paced, collaborative, team environment. As a member of the Packet Production Crew, you will...

- Organize and inventory race apparel.
- Stock and re-stock packet building materials.
- Prepare individual bibs and race packets.
- Conduct quality control procedures.
- Organize packets for shipping and in-person pick-up.
- Other work in support of the success of the race as needed.

# **BOLDERBOULDER**

## **ABOUT YOU:**

You are a hard worker with sound and decisive judgment, excellent communication skills, patience, collaboration, and professionalism. You are happiest being a part of a community and build relationships with ease. You are comfortable in a fast-paced environment. Our ideal candidate...

- Enjoys working in a small company where your efforts are greatly valued and appreciated.
- Wants to be part of a strong, energetic team tasked with enhancing our customer experience with excellent customer service.
- Ability to work well within a team of crew members and possibly volunteers.
- Able to work independently and as a strong team member.
- Enjoys working hard and having fun!

## **NUTS AND BOLTS:**

Packet build crew report directly to our Packet Build Leaders. This position is considered a non-exempt, hourly, part-time, seasonal position. Average hours per week is 20-25 hours initially scaling up to full-time in mid-May through race day, May 27, 2024.

Seasonal work dates range from February 20 through June 13, 2024. Until mid-May, many, but not all, workdays will consist of a 9:00 - 3:00 p.m. work shift. During the month of May shifts will extend later in the day and may include an occasional Saturday workday.

Up until race weekend, work is done at our headquarters office/warehouse. Over race weekend crew members will be working off-site in downtown Boulder, on the CU campus, or at the race start line.

**Seasonal employees must work race week, race weekend and race day (May 20 – 27, 2024).**

Wages start at \$15.50 per hour.

As a seasonal position, benefits include:

- BOLDERBoulder Official Team Gear Kit
- Meals/Snacks – Provided race week, race weekend and race day.

## **ADDITIONAL:**

*Hours of work for this position may vary based on work schedule. Must be able to sit, stand, bend at the waist, climb, stoop, kneel, crouch, reach, walk, push/pull, lift, talk, and hear with or without reasonable accommodation. Warehouse work environment includes working with products, inventory, and potentially slippery surfaces. Lifting (up to 30 lbs.) and carrying, bending, and reaching overhead may be required.*