

*Each event has its own specific arrival times/shifts/transport etc
Event information is targeted towards each event and emailed out.*

Staff requirements: Friendly, reliable & hardworking team players:

Marshalls: We require people to help direct people or traffic to the right areas of the event course. You will always be told by your team leader where to direct people – make sure you are always clear with your directions and helpful.

Water Station Staff: We require people to set up and keep water stations in stock – this usually encompasses filling plastic cups with water and handing them out to the runners as they pass. Please remember to help pick up the discarded cups after most of the runners have past.

Drinks promo Staff: We require staff to hand out free drinks – usually energy drinks at sporting events

●**Uniform:** Tidy sportswear – Track pants/sweaters etc NO jeans please. It is best to wear trainers as foot wear – you end up doing a bit of running around!

●**Meals and Breaks:** Dependant on the event

●**Wages:** Dependant on the event. All events wages are paid subject to PAYE Deductions as a requirement by Law. Please fill in your tax form correctly. Please note all wages are above minimum wage within each age bracket. Any delay of requested ID documents will result in delay of wages. Please give all requested documents to Flair office staff only before your first shift.

Emailed per event Information

Event information will be emailed one week before each event.

This will include:

- Shift times,
- Venue
- Wages
- Food & break entitlements
- Uniform
- Transport details etc.
- If you are due to work an event and do not receive an email (check spam box!) or if you don't have an email account please remember to call and obtain details, this is your responsibility.
- You will always be required to call in a few days before each contract to obtain the final details and to confirm your attendance – “call back days”. If you can't work please let us know or you will be taken off all future events as this is simply rude!

What should you bring:

- **Food!** You will be provided with some food depending on the length of your shift. However always bring plenty of your own – especially if you have food allergies or are picky eater!
- **Waterproof and warm clothing!** Check the weather before you arrive but always bring waterproofs and plenty of warm clothing just in case

Your Responsibility to us:

- Please read all the staff information handed out to you! It is for your benefit.
- Don't be late.
- Leave ALL valuables at home.
- No use of personal mobiles during working hours.
- Follow the uniform code
- Call us if you need to cancel – let us give the job to someone else.