



**The Loppet Foundation  
Event Awards Lead  
Volunteer Role**

[The Loppet Foundation](#)'s mission is connecting people to the outdoors through experiences that grow community. We value anti-racism, collaboration, growth, inclusion, play, stewardship and well-being. The foundation provides quality programming for youth and adults, produces world class adventures and sporting events, and strives to create a welcoming and inclusive community in its operations in Theodore Wirth Park.

**Job Summary:** This role works with the Events Director and Events Manager to organize and coordinate awards competitive Loppet events and facilitate presentations of awards to the participant recipients.

**Event Awards Lead is responsible for the following:**

- Work with the Events Team on planning, organization and coordination of awards for Loppet competitive events
- Communicate and document order needs for upcoming events
- Organization and preparation of awards prior to the event to ensure smooth distribution process
- Facilitate award ceremonies on event days
- Work closely with timing company to collect and verify results
- Oversee finish line and awards volunteers in distributing participant finisher awards
- Track cash award recipients to ensure payment
- Organize, inventory, and pack up awards after the event for future use in an effort to reuse and reduce waste for future events in compliance with our LEAP initiatives. (Loppet Environmental Action Project)

*We recognize the need for a diverse workforce and understand that traditionally underrepresented communities must be centered in the work we do. As a Foundation, we are committed to building a blended team that reflects the community we serve. Hence, **we strongly encourage BIPOC, Indigenous and Queer-identified individuals to apply.***

Email [events@loppet.org](mailto:events@loppet.org) if interested.