

# TEST RUNNER



**NCF-ENVIROTHON  
ALBERTA 2025**

## VOLUNTEER ROLE DESCRIPTION

### POSITION: TEST RUNNER

**Date:** Tuesday July 22

**Location:** Site B (Location to be revealed day of event)

**Time Commitment:** Full day commitment at the testing site.

#### Timeline:

8:15am – Buses depart MRU

9:00am - Students arrive

9:05am – Testing Day Orientation

9:15am to 3:05pm – Testing stations & lunch

3:30 pm - Bus departs for MRU

#### Goal of the Position:

Test Runners collect completed exams from their assigned station and deliver them directly to the designated marking area. You are responsible for maintaining the integrity and confidentiality of the exams during transfer.

#### Position Responsibilities:

- \* Represent NCF-Envirothon and understand the competition format and rules.
- \* Abide by the NCF-Envirothon Annual Competition Rules, and Regulations.
- \* Follow competition rules and instructions from the Station Host.
- \* Transport completed exams immediately at the end of each session, as directed by

the CAT timer (10:10am, 11:10am, 12:15pm, 1:00pm, 2:00pm, 3:05pm)

- \* Do not view, discuss, or hand over exams to anyone except the designated marker at the Grading station.
- \* Ensure exams stay in your possession until delivered.
- \* Once the exam papers are handed over to the Marker they become the responsibility of said Marker.

#### Requirements

- \* Wear weather-appropriate clothing: closed-toe shoes, long pants, jacket, hat, sunscreen, bug spray.
- \* Be prepared to be outside for an extended period.
- \* Lunch is provided; bring a refillable water bottle.

#### Risk Level: Medium

- \* Weather variability and outdoor exposure.
- \* Need to remain alert for issues or emergencies.

#### Contact

2025 NCF-Envirothon Alberta Host Committee

Email: [ncfenvirothon2025@gmail.com](mailto:ncfenvirothon2025@gmail.com)

WhatsApp: Please join the Volunteer WhatsApp Group for timely updates.

