

# FIVE STEP GUIDE TO PARKRUN



change **X**

# WELCOME

**“Welcome to parkrun on ChangeX! Our goal is that there will be a parkrun in every village, town or city that wants one. We believe it’s everyone’s right to get up on a Saturday and run in a 5km timed event without paying for the pleasure.**

**Here you’ll find all the information, practical tips and resources you need. There is someone to help you at each stage of the journey so don’t be afraid to get in touch!”**

Matt Shields, parkrun Ireland



## Introduction to the Idea

### What is parkrun?

parkrun is a very simple concept: turn up every Saturday and run 5km, or if you’re a junior then 2km every Sunday. It doesn’t matter how fast you go. It doesn’t matter what you’re wearing. What matters is taking part.

There are now parkrun events each Saturday and Sunday in countries all around the world. Each event is based in a unique location like a park, beach or promenade. All events are organised by a group of local dedicated volunteers. parkrun is all about inclusiveness and wellbeing. We want as many people as possible to feel part of a real local community brought together by our events, as well as the global parkrun family.

The single most important thing we need is for individuals to come forward and lead the charge to bring a parkrun to their neighborhood. The team at parkrun will then work with you to provide all the know-how to make an event possible – from how to establish a course to creating a team of volunteers.

### Why is it important?

Parkruns are for everyone but can be particularly valuable for sedentary people who would not feel confident or capable enough to participate in a normal running events. We do this by removing barriers to participation. Events are free as not everyone can afford to pay entry fees, events are in local parks as not everyone has access to private transport. Some people doubt their ability to run 5K so at parkrun you can run, walk, jog, push a buggy or walk the dog. Finally people feel scared to take that first step so all parkruns are friendly and welcoming with a social aspect post run in a local café.

### The background

The concept was created by Paul Sinton-Hewitt in 2004 when as a runner he was injured and wanted to stay in touch with his training partners so he started a weekly time trial. From that beginning the concept grew and developed its own characteristics which was a community-managed recreational run attracting people who wanted to exercise and socialise as part of a local community. Since then it has spread all through the UK and then to 12 other countries globally including Ireland. There are now over 1000 events worldwide running over 165,000 people weekly.

# STARTING A PARKRUN

## EVERYTHING YOU NEED

### TIME



Organising a weekly parkrun will take approximately 4 hours a week.

### PEOPLE



You'll need a team of 5-10 volunteers.

### FUNDING



parkrun involves an initial once-off fee of €7,500 (50% is provided by parkrun)

#### Who typically starts a parkrun?

Someone who:

- is passionate about health and community
- is happy working with a team of volunteers
- is organised and committed

#### 5 Step Summary

- 1 Complete your 30 Day Challenge
- 2 Choose your park
- 3 Organise local funding
- 4 Get your parkrun kit
- 5 Set a date for your first run

#### Support and Additional Resources

Support from ChangeX: Call us on (086) 468 5361. Email: [hello@changex.org](mailto:hello@changex.org)

# STEP 1: COMPLETE YOUR 30 DAY CHALLENGE



The 30 Day Jumpstart Challenge has been designed to get your project off to the strongest possible start by building momentum in the first month.

- Understand the challenge**

Watch the short welcome video on your ChangeX page and read this page.

- Learn more about the idea you're starting**

Your '5 Step Guide' includes all you need to know about the specifics of starting your project.

- Find 3-5 interested people**

You already have your own project page on changex.org. Use it to share the project with others and recruit your first supporters.

- Set up a casual kick-off meeting**

Host a meeting at your home, in a pub or in a café and come up with an action plan along with your team. You can use your ChangeX page to set up an event and invite people.

- Give us a heads up that you are up and running**

At your event, take a team picture and agree the first step you will take as a group to get started.

## STEP 2: BUILD YOUR TEAM AND CHOOSE YOUR PARK

### Volunteers

Now that you have a few people interested in helping you to get your parkrun started it's time to grow your team of volunteers. To run your weekly event, you'll need a small team of committed and dedicated volunteers. They'll help you to set up the race every week and make sure that everything runs smoothly. The consistency of the event happening every week is an important element of what makes parkrun work so ensuring that there's a reliable team in place is always important.

Parkrun volunteers come from all walks of life and may have a keen interest in running or may never have run 5k before, it really doesn't matter!

You'll just need to ensure that they're as committed as you and they'll be there every Saturday to help set up and run things smoothly.

The number of volunteers you'll need will really depend on the size of your event but starting with a team of 5-10 will ensure you have enough support to get things off the ground.

Once the event is up and running more people know about it, you'll be able to quickly grow the number of volunteers if necessary.

### Location

parkruns can take place in town parks, sports grounds, woodlands or suitable space that's accessible and suitable for running. You may already have somewhere in mind but think of your local parks, whether it'll be possible to map a 5k track and make sure it's relatively easy to reach and accessible for most in your community.

Once you've identified a suitable location, the next step will be to engage with your local council. The team at parkrun have lots of experience with this and have been working hard to engage with councils and local authorities right across the country. The good news is that it's getting much easier as parkrun really catches on and proves to be successful.

## TIPS



The parkrun team will also help you to make sure you map the correct distance (remember it's always 5k!)

## STEP 3: ORGANISE LOCAL FUNDING

Organising a parkrun costs €7,500. This is a once off fee and covers all the equipment needed to start and sustain your event.

Parkrun Ireland provide 50% of this funding and ask that local leaders raise the other half locally. Often this will come from local sports partnerships. Having the funding come from a local source is good for the event as it means that there is local buy-in and support ensuring long term sustainability.

### TIPS



There has never been a case that a parkrun didn't happen due to lack of funding so don't be daunted by the task of raising the money!

The team at parkrun can provide lots of advice and support on the best place to get local funding.



## STEP 4: GET YOUR PARKRUN KIT

Once your funding is in place, you have secured your local park and you have your team of volunteers, you're almost ready to get started! There is a little bit of training and preparation to do before you're ready to host your first event.

The parkrun Ireland team will help you out with this and they visit all new parkrun locations before they get off the ground to give you all the equipment you need to get started.

People who wish to take part in parkrun simply register online and get a barcode which they print out and bring along to the event. You'll get your own scanner for this system and your equipment to time the run to ensure that each participant has their timed run each week.

The process is super simple and works really well so you'll have all you need to make sure that it runs smoothly!



## STEP 5: SET A DATE FOR YOUR FIRST RUN

You are almost there and almost ready for your very first event!

Parkruns take place at approximately the same time all over the world - on Saturday mornings. The 130,000 events that have taken place all over the world show that this time works well and is a great time to get people of all ages and all abilities together for some fun and exercise.

After the event, communities usually organise some sort of social aspect, maybe tea and coffee at a local cafe or even in the park. People having that excuse to come together, meet others in their community and do some exercise is a perfect start to a Saturday!



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