

SWIM MEET JOB DESCRIPTIONS

SWIM MEET DRESS CODE:

Officials - please wear **red shirts** and black bottoms

Timers - please wear white shirts

PLEASE wear flat shoes, with a nonskid sole. It is hot and wet on deck so dress accordingly. Shorts and sport sandals are acceptable.

SET UP/TEAR DOWN FOR MEET – (each day may be different)

Location: stands and on deck; Duties could include: Setting up/taking down seating around the pool, hanging signs, moving tables, setting up/taking down timing and computer systems, and anything else that will be needed in order to set up/tear down for the meet.

LEVEL OF DIFFICULTY: 1 (But volunteer may be lifting, carrying and standing on chairs to hang signs.)

HOSPITALITY ROOM (EACH DAY)

Location: Downstairs classroom at the SPLX;

Duties include: Stocking and organizing the Hospitality Room with food and drink for the coaches and officials. Organizing **runners** who will walk around the deck with refreshments for the working officials, computer and timing system crews and timers

LEVEL OF DIFFICULTY: 2 (But volunteer may be carrying heavy loads.)

RUNNERS ON DECK

Location: Deck and hospitality room.

Duties include: Running up and down the stairs from the hospitality room. Collecting the timing sheets after each event and taking them over to the office. Once results are printed, “run” them to the awards table along with the results stickers for the ribbons.

LEVEL OF DIFFICULTY: 5 (Volunteer must be able to run up and down stairs.)

AWARDS TABLE

Location: TBD.

Duties include: Setting up the awards table. Swimmers will collect their results sticker and claim either medal or ribbon. Place stickers on the medal or ribbon and congratulate the swimmer.

LEVEL OF DIFFICULTY: 1

TIMERS (training provided)

Location: On deck;

Duties include: Timing the swimmers. There will be 2-3 timers per lane. One person will handle the clip board and write times on the time sheets, as well as handle the electronic system “plunger”. The other(s) will have a stopwatch.

LEVEL OF DIFFICULTY: 5 (Volunteer may find timing difficult at first.)

OFFICIALS

These positions include: Meet Referee, Starter, Clerk of Course, Chief Finish Judge, Head Timer, Stroke and Turn Judges, Marshals (not all positions are described below)

HEAD TIMER

Location: On deck; **Duties include:** Being in charge of the lane timers in your session. Should a timer need assistance due to equipment malfunction or just socializing too much (missing the start of the race), you may need to intervene and/or share your stop watch.

LEVEL OF DIFFICULTY: 2 (Volunteer should have previous experience as a timer.)

MARSHALS

Location: On deck;

Duties include: monitoring that warm-ups / warm-downs for safety; clearing the spring lanes for practice dive starts. Reminding people in the stands to remain masked while indoors. Traffic control and preparing the swimmers in advance of each heat and sending them to the starting blocks.

LEVEL OF DIFFICULTY: 5 (Volunteer must be a kind but stern enforcer)

FINALLY – WHILE THE FOLLOWING POSITIONS ARE SPECIALIZED, PLEASE CONSIDER TRAINING FOR THEM.

TIMING SYSTEM (SLPX will provide.)

Location: On deck;

Duties include: Running the timing system. Volunteers must be trained on how to operate the timing system. If you would like to learn how to do this, please let us know.

LEVEL OF DIFFICULTY: 8

HYTEK COMPUTER SYSTEM

Location: On deck;

Duties include: Running the computer system. Volunteers must be trained on how to operate the computer system. If you would like to learn how to do this, please let us know.

LEVEL OF DIFFICULTY: 8