



## Volunteer Information:

In order to keep swim meets running smoothly we need as many volunteers as possible. Each family will be required to have one family member volunteer per meet.

We cannot run our meets without your help!

## Volunteer Job Descriptions:

Listed below is a brief description of the volunteer positions that need to be filled for every meet. None of the jobs are especially difficult and simple training is provided as needed; however, some of the positions do require attending special training sessions and some positions are better suited for our more experienced swim parents. If you are brand new to the summer swim league, the jobs of timer, runner, set up, take down and concessions are good places to start.

**ANNOUNCER:** Supplied by the home team. Announces swimmers in the next event. Works closely with the starter to keep the meet running smoothly. The announcer will need to anticipate flow based on the number of swimmers, the stroke, the number of lengths to be swum, and the age of the swimmers.

**STARTER:** Starts each event with the words "SWIMMERS TAKE YOUR MARK", pauses to make sure that all swimmers are motionless, and then gives an electronic sound or a blast of a whistle. He/She shall be the sole judge of FALSE STARTS and all false starts shall be restarted.

**STROKE & TURN JUDGE:** Judges observe starts, strokes, and turns of each event; they communicate potential stroke violations to the referee of the meet. *Training is required for this position*

**PLACE JUDGE:** Determines the order of finish for 1st, 2nd, 3rd, 4th, 5th and 6th place in each race.

**SCORERS:** Two are required from each team. They receive all roster changes, prepare event cards, record event results, and assign, record and total team points.

**RIBBONS:** Places labels on ribbons; sorts and files ribbons into swimmer file folder. This job keeps you sitting down and out of the sun but may require you to keep working for a short while after the meet is over.

**RIBBON WRITERS:** Four volunteers are needed at each meet to record the Windybush swimmer's names, events and times from each race on any ribbons awarded.

**HEAD TIMER:** One is needed at each meet to record and verify the names of swimmers in each lane; record finish position, time and possible disqualification of each swimmer in each event. Head timers keep the official stopwatch and an extra in

case one of the lane timers has a malfunction. *Previous experience required for this position.*

**LANE TIMERS:** Records the swimmer's time. Each timer is provided a stopwatch and assigned a lane; there are two timers for each lane. All two times are recorded and the middle time becomes the official time. Timers are assigned to work for one half of the meet. This job gives you the best view of the pool and the swimmers during their races.

**CORAL PARENT:** Responsible for getting swimmers to the ready bench on time with caps and goggles. Then lining up the swimmers by event/heat/lane and getting them to the starting blocks in the correct order and on time. Normally responsible for one age group. This job gives you the chance to see your swimmer immediately before his/her event. *This position is not recommended for parents new to swim team.*

**RUNNER:** Responsible for obtaining the completed event cards and DQ forms for each race from the timers and judges. The cards and DQ forms are delivered to the scoring table. This job keeps you moving around at the poolside and the time passes quickly.

**CONCESSIONS:** Sells concessions. Helps set up and tear down concession stand.

**GRILLERS:** Volunteers are needed to work the grills for home swim meets.

**50/50:** A volunteer is needed at home meets to sell 50/50 raffle tickets. Profits support the Swim Team.

**PHOTOGRAPHER:** One volunteer is needed to take pictures at each meet to be posted on our website and to be compiled into a slideshow for our team banquet.