

SWIM MEET 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. If you have a child that is 10 or under, please sign up to be an age group parent before anything else.

ANNOUNCER: Announces first, second and final calls for each event. Announces other pertinent information such as scores, results and general club information. 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. *Training is required/preferred for this position.*

STARTER: Starts each event with the announcement of the age and stroke and 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. *This individual must be trained for this position.*

STROKE JUDGE: Judges rule on infractions on their side of the pool. They observe strokes, turns, and finishes to see that swimmers comply with requirements for that stroke. *Training is required for this position.*

PLACE JUDGE: This volunteer determines the order in which the swimmer's finished in the heat. There are three Place Judges at every meet, two people from the home team and one from the visiting team. All three judges at the end of the heat must come to a consensus on how the swimmer's finished. You will write the order on a note card and then hand it to the runner. This volunteer has a front row seat at the finish line.

TIMERS: Records the swimmer's time on provided lane sheets. Each timer is provided a stopwatch and assigned a lane; there are two timers for each lane. 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.

AGE GROUP PARENT: Supervises a particular age group during meets, marks arms of swimmers with event/heat/lane, keeps track of swimmers - **as best as they reasonably can** - between events, and gets swimmers to the Clerk of Course on time with caps and goggles. These parents also need to make sure the kids are in the proper lanes and order for relays. For most age groups, two parents will share this job. This position is obviously more important for the younger swimmers, and the age group parents for the youngest ages are especially critical for keeping the meet running smoothly. The assignment is for one half of the meet. An advantage of this job is that it keeps you with your swimmer.

CLERK OF COURSE: Responsible for lining up the swimmers by event, heat and lane and getting them to the starting blocks in the correct order and on time. Assigned to work for one half of the meet. 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. The job title is very descriptive. Runners should have good tennis shoes that work well on slippery wet surfaces. Assigned to work for one half of the meet. This job keeps you moving around at the poolside and the time passes quickly.

COMPUTER: Responsible for entering data from time cards, judges slips and verifying data entered. With this job, you see the race results before anyone else. *Training is required.*

COMPUTER ASSISTANT: Organizes the timers sheets and judges slips for the Computer personnel. *Prior experience preferred.*

RIBBONS: Places labels on ribbons; sorts and files ribbons into swimmer file folder. Assigned to work for one half of the meet. 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.

CONCESSIONS (SHARK BITES): Sells concessions under the large shelter at home meets. Helps set up and tear down concession area. Assigned to work for one half of the meet.

GRILL TEAM: Grills hamburgers and hot dogs to sell at home meets. This job usually requires you to start prior to the meet and runs 3/4ths of the way through the meet or until the food runs out.