

Cook Creek Wahoos Volunteer Job Descriptions

Announcer: Must be comfortable with a microphone and crowd interaction. Announcer keeps the crowd up to date on upcoming events, All-star qualifiers, any announcements as they come up, and generally helps keep the crowd involved/entertained. Jokes and the like encouraged.

Concessions

Before meet runner: Coordinates with concession board team (Julie and Kaitlin) to pick up fresh items/ice/etc prior to the meet.

Concessions Setup/Tear down and management: Works behind the concession stand to fulfill orders, collect money. If Shift 1 - you help set up concessions for the meet, if Shift 2 - you help with tear down of concessions.

Griller: Cooks for the meet, typically hamburgers and hot dogs

Day of meet set up: Arrives 1 hour prior to meet start to get last minute items set up. Blocking off the upper pool, ensuring the pool is ready for competition and marking assigned parking etc.

Floater: Any board member in a non-active meet role that can be used as an extra volunteer in case of no-shows, people leaving ill. Must be ready at any time during the meet to take over a position.

Clerk of Course - Responsible for swimmer scratches and heating. Stays near swimmer check-in for races by heating. Helps coordinate relay teams and alerts Announcer/Clerk of Course of missing swimmers/scratches. Heating meeting held 30 min prior to the start of each meet to hand out heat sheets and train on the position.

Heating: Places swimmers in order of events and in right heats, and moving to the blocks to keep the meet running consistently. Heating meeting held 30 min prior to the start of each meet to hand out heat sheets and train on the position.

Meet check in: To be done by Volunteer Coordinator and a Coach.

Night before Meet set up: Led by a Committee member, you will be paired in groups of 2 and assigned a specific part of the pool area to set up for the meet. This is a manual labor position and requires lifting and a lot of walking. This position requires Friday evening work from when the pool closes to the public for up to 75 min.

Scoring: Assist the host team with scoring responsibilities (collecting DQ information from scribe, delivering DQs to coaches, posting meet results, etc).

Scribe: Seated role requiring wearing of a headset to receive DQ calls from the stroke and turn judges and record them on DQ slips. Current/Prior S&T or past swim experience preferred.

Starter: Poolside position responsible for readying swimmers on the block and running the starter to initiate each event/heat. This position requires a certification class that is offered at the beginning of each season. A start works the entire duration of the meet. **This position requires certification.**

Stroke and Turn Judge: Pool side position requiring wearing a headset. Each judge is responsible for $\frac{1}{4}$ of the pool, watching swimmers and any deviation from the correct stroke, failing to touch the wall, etc. Alerts Meet Referee of swimmer violation so it can be recorded. **This position requires a certification** class that is offered at the beginning of each season. S&T meetings are held 30 min prior to start of each meet to hand out headsets and heat sheets and discuss details.

Timer: Pool side position. Responsible for timing the events of the assigned lane. You will use a semi-automatic timing device and/or Stopwatch and record the swimmer's time on a clipboard upon conclusion of the race. This includes starting and stopping the appropriate devices at the right point of the race. Proper technique is NOT your concern, collecting times is your focus. Timing meeting held 15-30 min prior to the start of each meet to hand out and explain equipment

Back up timer: Pool side position. Must stay alert, and start their stopwatch during every race and watch for any lane to alert that their Dolphin timer malfunctioned and a back up manual time is needed. Must attend the timer meeting 15-30 min prior to meet start

Runner/Water Engineer: Collects timer sheets, provides water to timers and other volunteers, etc.

Meet tear down: Led by a Committee member, you will be paired in groups of 2 and assigned a specific part of the pool area to tear down and place items in their proper storage areas around the pool. This is a manual labor position and requires lifting and a lot of walking. This position requires staying after the conclusion of the meet for up to 60min.