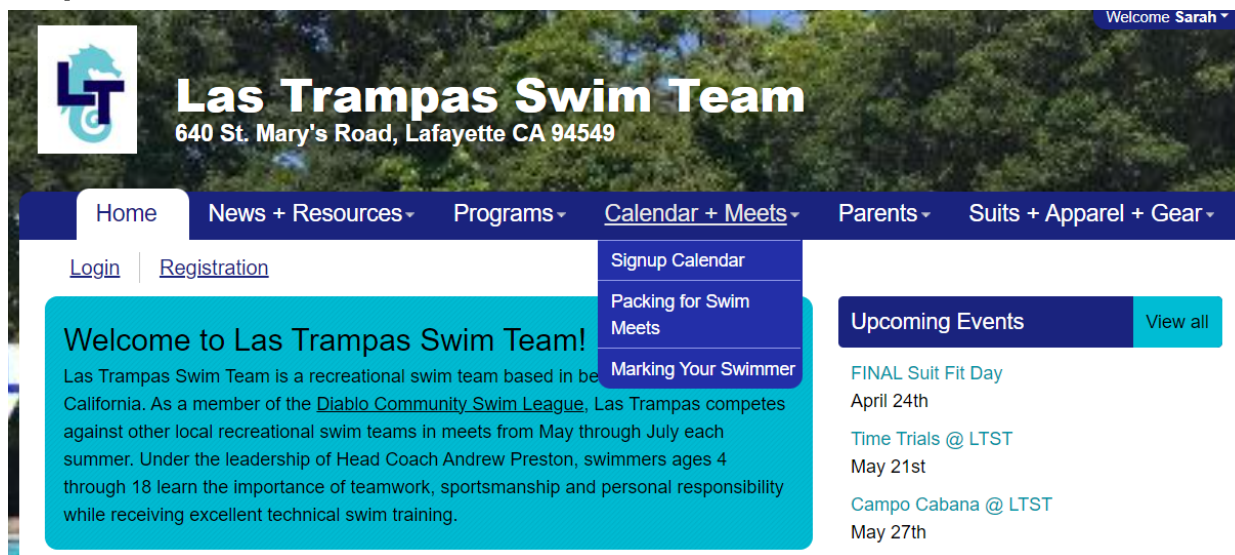


Parent Job Signup Instructions

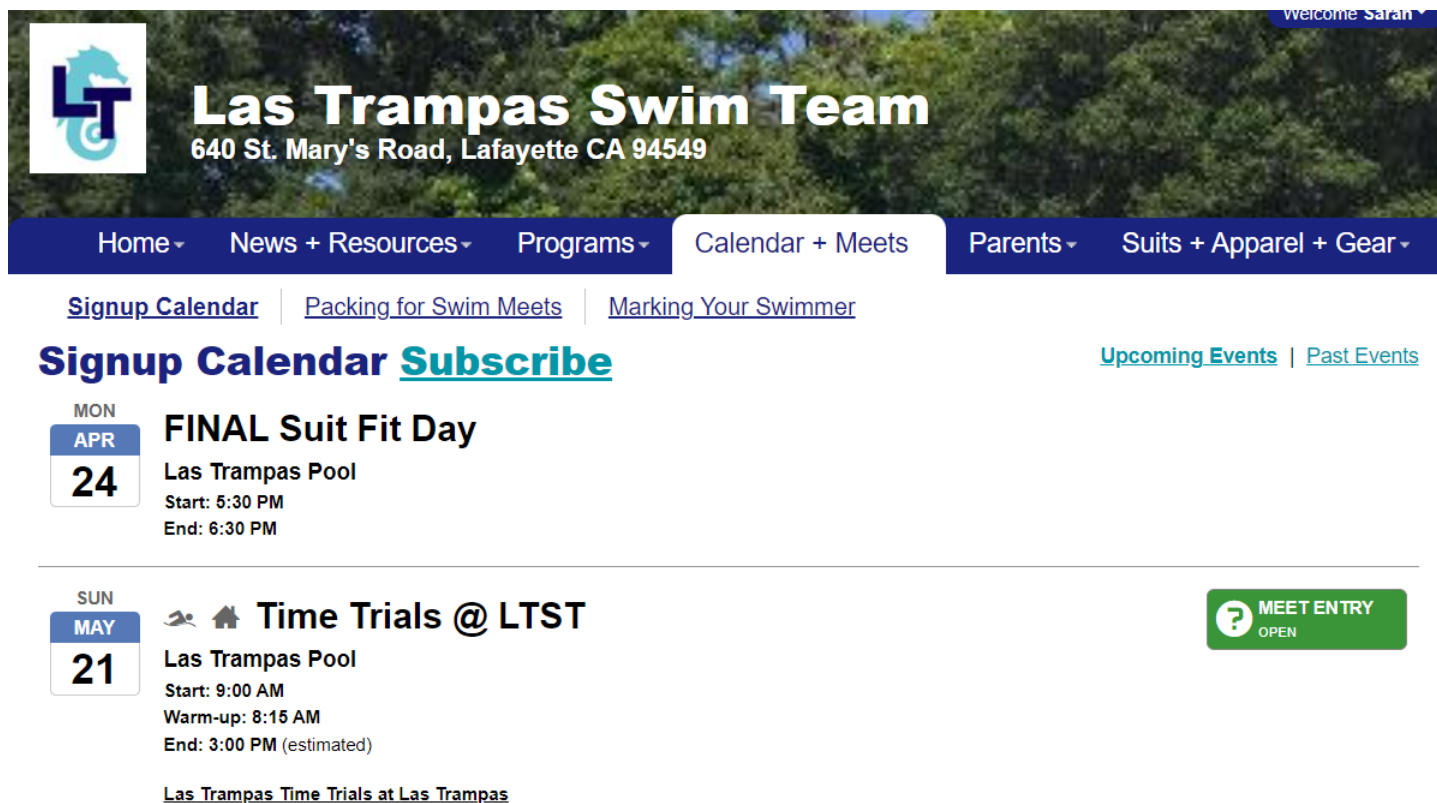
2025 Season Requirement: 20 Parent Job Points

Step 1: Click on Calendar + Meets Tab



The screenshot shows the Las Trampas Swim Team website. The header includes the team logo, name, and address. The navigation bar has tabs for Home, News + Resources, Programs, **Calendar + Meets**, Parents, and Suits + Apparel + Gear. A dropdown menu for 'Calendar + Meets' is open, showing options: Signup Calendar, Packing for Swim Meets, and Marking Your Swimmer. A 'Welcome Sarah' message is in the top right. Below the navigation bar, there's a 'Welcome to Las Trampas Swim Team!' message with a description of the team. To the right, there's an 'Upcoming Events' section with a 'View all' button. The events listed are: FINAL Suit Fit Day (April 24th), Time Trials @ LTST (May 21st), and Campo Cabana @ LTST (May 27th).

Step 2: Select Signup Calendar



The screenshot shows the 'Signup Calendar' page on the Las Trampas Swim Team website. The navigation bar is the same as in Step 1, but the 'Calendar + Meets' tab is now the active page. Below the navigation bar, there are links for 'Signup Calendar', 'Packing for Swim Meets', and 'Marking Your Swimmer'. The main heading is 'Signup Calendar **Subscribe**'. To the right, there are links for 'Upcoming Events' and 'Past Events'. The calendar shows two events:

Day	Month	Event	Location	Start	End
MON	APR	FINAL Suit Fit Day	Las Trampas Pool	5:30 PM	6:30 PM
SUN	MAY	Time Trials @ LTST	Las Trampas Pool	9:00 AM	3:00 PM (estimated)

Below the May 21st event, there is a link: [Las Trampas Time Trials at Las Trampas](#). To the right of the May 21st event, there is a green button that says 'MEET ENTRY OPEN' with a question mark icon.

Step 3: Click on the Job Signup button for the event you wish to sign up for

SUN
MAY
21

Time Trials @ LTST

Las Trampas Pool

Start: 9:00 AM

Warm-up: 8:15 AM

End: 3:00 PM (estimated)

 MEET ENTRY
OPEN

 JOB SIGNUP
OPEN

Step 4: Select one family member to sign up for jobs

[Home](#) [News + Resources](#) [Programs](#) [Calendar + Meets](#)

[Signup Calendar](#) | [Packing for Swim Meets](#) | [Marking Your Swimmer](#)

[← Back](#)

Time Trials @ LTST - May 21, 2023

Job Assignments

Robert Graff

Not signed-up for any volunteer shifts

[Sign up for Jobs](#)

Sarah Graff

Not signed-up for any volunteer shifts

[Sign up for Jobs](#)

Step 5: Check the box for the job you want for that event. You can select multiple jobs at a meet if you have separate workers. Example: Grandparent

Time Trials @ LTST - May 21, 2023

Job Opportunities for Sarah Graff

Check to signup	Name
☐	Parking Lot Monitor - Parking Lot Monitor ⓘ
☐	Fundraising - Fundraising Shift 1 ⓘ
☐	Snack Shack - Snack Shack Worker ⓘ
☐	Experienced Shepherd - Experienced Shepherd ⓘ
☐	Job Reliever - Job Reliever ⓘ
☐	Relief Timer - Relief Timer ⓘ
☐	Runner - Runner ⓘ
☐	Shepherd - Shepherd ⓘ
☐	Timer - Timer ⓘ
☐	BBQ - Griller ⓘ
☐	Fundraising - Fundraising Shift 2 ⓘ
☐	Post Meet Cleanup - Post Meet Cleanup ⓘ

How to View a Summary of Jobs You Signed Up For

1. You must be signed in to your SwimTopia account
2. Hover over the "Welcome, <Your Name>" field in the upper right corner of the homepage (blue box)
3. Click "My Account"
4. A summary of your current job assignments will be listed