

AWAY MEETS

IT IS OUR RESPONSIBILITY AS A VISITING TEAM TO PROVIDE VOLUNTEERS FOR THE FOLLOWING JOBS/DUTIES AT EACH AWAY MEET:

CLERK OF COURSE	This is the area where swimmers line up before they swim. Volunteers are responsible for handing each swimmer their event card and making sure they get to their assigned lane before event starts. (Stands in designated area.)
TIMERS	Volunteer who determines and records times using stopwatch. There are usually two times per lane (one from each team) and one back-up timer covering all lanes. (Stands at end of pool.)
SCORING	Volunteer who records the order of finish and times of each swimmer in all events and compiles the team score. Data entered into computer. (Sits at Scoring Table.)
RIBBONS	Volunteer who attaches computer generated time/results stickers on to the appropriate ribbons and organizes them according to team for distribution. (Sits at Scoring Table.)

HOME MEETS

IN ADDITION TO THE ABOVE FOUR DUTIES, WHEN WE HOST A MEET AT OUR POOL THE FOLLOWING JOBS/VOLUNTEERS ARE NEEDED:

RUNNERS	Volunteer who carries the timed score cards from the timers to the scoring table after each heat. (Walking between pool and scoring table)
CONCESSIONS	Volunteer who assists at the concession stand preparing and selling food items. (Stands)
ANNOUNCER	Volunteer who announces the start of each heat on a microphone. (Sits at announcers table.)
50/50 RAFFLE	Friendly volunteer who walks around selling 50/50 Raffle Tickets throughout meet.
PLEDGE	Volunteer who announces the Pledge of Allegiance before start of meet. (often the announcer)
NATIONAL ANTHEM	Volunteer(s) who sing the National Anthem before start of meet.
HEAD TIMER	Records times using stop watch. Time is used as official time in case of timing error.

CHAMPS

THE CHAMPIONSHIP MEET HELD AT THE REC CENTER AT THE END OF THE SEASON REQUIRES EACH TEAM TO PROVIDE VOLUNTEERS FOR SPECIFIC DUTIES. WE ARE RESPONSIBLE FOR THE FOLLOWING DUTIES/JOBS:

PRE CLERK OF COURSE	Volunteer who hands out event heat cards to swimmers before they go to clerk of course. (Seated at table located behind pool. Outside under tent.)
TEAM AREA	Volunteer who is responsible for making sure swimmers in team area make it to Clerk of Course Located inside Rec Center. Also help clean up area after meet. (sit and stand throughout time)
RUNNERS	Collect results sheets from scoring table and post up in 3 locations in Rec. Collect heat event cards from swimmers bring to timers and then collect them from timer after race and bring to scoring. (walking)
HEAT SHEET ADS	Volunteer distributes information and then collects ads for Champs Booklet. Creates layout for team page(s) in Champs book. Computer experience needed.
CHAMPS T-SHIRTS	Distributes information and collects orders for SSL Champs Shirt.