

Family: \_\_\_\_\_

### 2007 Swim Team Volunteer Registration

\*Please note that, in order to participate in GRAL and for meets to run smoothly, all parents are required to work at meets. Assignments are generally for 1/2 of the meets. Each family usually is responsible for working **at least 6-8 "halves"**. \*

Committee Use Only				
Parent #1			Parent #2	
June __	Setup	1 <sup>st</sup>	2 <sup>nd</sup>	Tear-down
June 21	Setup	1 <sup>st</sup>	2 <sup>nd</sup>	Tear-down
June 28	Setup	1 <sup>st</sup>	2 <sup>nd</sup>	Tear-down
July 5	Setup	1 <sup>st</sup>	2 <sup>nd</sup>	Tear-down
July 12	Setup	1 <sup>st</sup>	2 <sup>nd</sup>	Tear-down
July 18	Setup	1 <sup>st</sup>	2 <sup>nd</sup>	Teardown

	Last Name	First Name	Home Phone	Work Phone	Cell Phone
Parent #1					
Parent #2					
Street Address:					
E-mail Address:					

Age of Swimmers as of 6/1/2007: \_\_\_\_\_

#### AVAILABILITY OF PARENTS TO WORK MEETS

Parent #1

Meets not available (note if available 1/2 of meet but not the other): \_\_\_\_\_

Currently certified in positions: \_\_\_\_\_

Willing to get certified in: \_\_\_\_\_

Preferred Worker Assignments (in addition to above – See attached list): \_\_\_\_\_

Available for Set-up (arrive by 4:30 or 5:00)?      yes/no  
 Available for equipment tear-down (men only)?      yes/no

Parent #2

Meets not available (note if available 1/2 of meet but not the other): \_\_\_\_\_

Currently certified in positions: \_\_\_\_\_

Willing to get certified in: \_\_\_\_\_

Preferred Worker Assignments (in addition to above – See attached list): \_\_\_\_\_

Available for Set-up (arrive by 4:30 or 5:00)?      yes/no  
 Available for equipment tear-down (men only)?      yes/no

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Extenuating Family Circumstances affecting ability to work meets: \_\_\_\_\_

\* Note: All families will be expected to stay after home meets to help clean up/tear down. We will alternate nights – for instance, families with last name beginning with A-H might be asked to clean up after the 1<sup>st</sup> home meet, etc.

## Volunteer Positions

### **Non-Certified Positions**

(i.e., no class/training needed – These jobs are NOT difficult. We'll teach you what to do!)

- Set-Up** (Home Meets only) – Assists in preparing the Pool and Deck for the Meet. **Must arrive by 4:30 p.m.** 5 required.
- Parking Lot Attendant** (Home Meets only) – See that entrance and parking lot are well-marked and people know where to park. **Must arrive by 5:30 p.m.** 1 required.
- Announcer** (Home Meets only) – Uses microphone to call Swimmers, make general announcements. 2 required.
- Head timer** (Home Meets only) – Responsible for all Timers. 2 required.
- Timer** – Use a stop watch to time the swimmer in the assigned lane for each meet. 9 needed for each Meet.
- Runners** (Home Meets only) – Collects time cards from Timers/Referee and delivers to the Head Table Worker. 4 required.
- Heat Awards** (Home Meets only) – Present Heat Winners with prize. 2 required.
- Data Entry Assistant** – Assist Computer Rep. to enter all Swimmer's times into software. 2 required for each Meet.
- Table Worker** – Sorts/checks time sheets, prepares/files ribbons for swimmers. 6 required for each Meet.
- Concessions** (Home Meets only) – Assists with the preparation, selling, clean-up of Concessions. 6 required.
- Tear Down** (Home Meets only) – At the end of the Meet, replaces equipment to prepare the pool for the next day. 4 required.

### **Certified Positions**

(Training required. If interested, see Parent Representative)

- Head Computer** – Run computer operations of the meet; record results as they come in; print final reports and files to diskettes; etc.
- Meet Director** – Responsible for overseeing equipment & materials needed for meet; arranging for workers; coordinating with opposing team reps; coordinate with others in weather-related decisions; etc.
- Referee** – Oversees all certified workers at meet; ensures USS and GRAL rules are followed; etc.
- Clerk of Course** – Coordinate seeding of swimmers in heats and lanes; etc.
- Starter** – Controls start of each heat/event, coordinating with the Referee.
- Strokes & Turns Judges** – Evaluates each swimmer to assure that designated strokes and turns for each event are being performed in accordance with USS Rules; etc. (Each pool provides 2 S&T Judges for each meet.)
- Scorer** – Completes the score sheet for relays, adding in computer-generated scores for individual events; compares final scores with opponent's scorer to ensure accuracy and fairness of scoring.
- Head Table** – Receive information from runners and process it through to posting of scores; supervise preparing ribbons, sorting lane/timer sheets, verifying swimmer classifications, DQ envelopes; etc.