

## **Volunteer Job Descriptions for Swim Meets**

Depending on the type of meet we're hosting, we may not use all of the positions below, but if you see one that interests you, don't hesitate to let us know! We try to divide these into shifts – so that you're not working more than a couple of hours (unless you're an official!).

### **Admissions/Heat Sheets/Volunteer Check in**

This is the first face that everyone gets to see on their way into a meet. This person is in charge of directing people to various spots in the pool – volunteers, swimmers, parents – as well as collecting funds and/or distributing heat sheets as needed.

### **Announcer**

Do you like to talk? Do you like swimming? This person is in charge of announcing heats and events as well as first/last call for events and or prelims/finals. Generally, it's good to have a working knowledge of the sport and some of the athletes. This job is generally fun, but you're going to need to commit to an entire session at a time.

### **Concessions**

Often times we contract out for this piece, but there are occasions where we will run a concessions stand – much like a high school event. Sell snacks etc – we staff this with 3-4 parents so that everyone can see their athletes swim and take small breaks.

### **Runner**

We have a couple of roles that fall under the title of runner. Picking up timing sheets, making photo copies, posting results, pass out snacks and water for hospitality – this is a jack of all trades kind of position where you'll be on deck and have plenty of time to watch your athletes perform. Plus, you get to hang out with all the super cool people that make a meet run! This is usually a 2 hour shift commitment.

### **Head Timer**

The head timer is the...well...head timer! They work with the meet referee and meet director to hand out clipboards, watches and help with training the timers throughout the session. They also provide a back-up time to the back-up time that lane timers provide. This is a full session commitment.

### **Hospitality**

During the course of a meet we provide the meet staff and coaches with food and a small room of respite. This is another spot where we like to staff with a 3-4 people so that they can rotate out and watch athletes.

### **Positive Check-In**

At the beginning of the meet – athletes must check in prior to competition. We need 1-2 volunteers to staff the tables and make sure that athletes check in. This is a short volunteer option – just at the beginning of each session!

### **Safety Marshall**

Basically, wear a yellow vest, make sure that kids and coaches and officials are creating a physically & emotionally safe environment and have a good time walking around the pool deck interacting with athletes and parents. This is a 2 hour shift commitment.

### **Timer**

Time Races. This is the backup to the backup to the pad. It's a good place to watch meets, but you are in the splash zone! This is a 2 hour shift commitment.

### **Official**

This is a great way to contribute long term to the sport of swimming and get involved with a great community of people who care about what swimming can do for the community as a whole. And what's great is no swim experience is required. Everything from stroke and turn to starter to eventually meet referee. These are usual full session commitment.

### **Volunteer to Volunteer!**

Not sure what you want to do or what you can do? Just volunteer to volunteer!