2021 UTAH SENIOR CHAMPS

Due to Covid, this document serves as the job description meeting(s) normally held prior to meet start. Please read carefully and use as a resource throughout the meet.

ALL VOLUNTEERS ARE EXPECTED TO ABIDE AND ENFORCE MASK AND SOCIAL DISTANCING REGULATIONS.

Meet Director: Mike Werner 801-949-5281

Marshals should be in position 15 minutes prior to warmups.

Timers should be in position 10 minutes prior to session start time.

JOB	DURATION	CHECK-IN TIME	DUTIES
Check-In Desk	Check in time thru end of session	See your confirmation email	*check in all volunteers. *have this document posted for reference. *assign jurisdiction location to marshals. *assign lane to timers 1-8. *wrist band all volunteers. *call for no shows as soon as possible after check-in time. *tell Mike Werner all volunteers have checked in and are in position.
Head Timer	Check in time thru end of session	See your confirmation email	*sanitize all watches / clip boards / pencils. *check batteries and set out watches / clip boards and pencils. *let the referee know that all timers are in position prior to session start. *begin 2 watches for every race. *sanitize and swap watch with any timer who misses the start. *collect, sanitize, organize watches, clip boards, pencils for next session
Timer	Check in time thru end of session	See your confirmation email	*test your stopwatch prior to meet start. *verbally verify that the correct athlete is in your lane. *Indicate to the starter with a thumbs down if an athlete has not reported for a race.

			*start your watch once the starter light goes off. *stop watch at race touch finish. *record time. *raise your hand over the pool to get the head timer IF you need a swap watch. *provide ample room for athletes to access the block safely.
Meet Marshal	Check in time thru end of session	See your confirmation email	*maintain safety and order in your. assigned jurisdiction within the facility. *enforce mask / social distancing. *visually check the clearance for everyone who passes through your section. *ask anyone who does not appear to have proper clearance. *direct any medical needs to the nearest lifeguard.
Coach Credentialing	Check in time thru meet start	See your confirmation email	*visually look at the deck pass of each coach. *you are looking that all categories are green. *any red categories prohibit access. *Highlight the coach list as the coaches come through the check in. *wrist band for all cleared coaches.

JOB	MATERIALS NEEDED
Head Timer	*sanitizing wipes
Meet Marshal	*neon vest
Check in Person	*notepad to record issues *sanitizing wipes *hand sanitizer *tape to tape paper to table *clean and dirty pen receptacles *volunteer wrist bands
Coach Credentialing	*coach list *wrist bands