

## Why Manta Rays Family Volunteers Are So Important

The Manta Rays are responsible for providing key personnel (officials, timers, concession workers, etc.) needed to run our home meets. Nearly all of these positions are filled by family volunteers. All of our team families are expected to help run at least one of these meets (or supply a concession item). Which Volunteer Position would be right for you?

### Before / after home meet volunteer positions

*Please consider volunteering for a Before/After Meet and a During Meet position. Please Note: Swimmers are expected to check-in for meets an hour before the event, so you'll likely be at the Y anyway : ).*

| Role                                     | Volunteers Needed                         | Time Involved  | Responsibilities   |
|--|---|--|--|
| Set up/Break Down                        | 4 in total: 3 per session plus 1 back up. | 1 hour before or after.  | <ul style="list-style-type: none"> <li>Set up or break down of:</li> <li>Chairs for swimmers.</li> <li>Timing tables / equipment.</li> <li>Concession table set up.</li> </ul>   |
| Swimmer Greeter                          | 3 in total: 2 per session plus 1 back up. | 1 hour before.   | <ul style="list-style-type: none"> <li>Check-in swimmers.</li> <li>Notify coaches of absences so events/relay teams can be adjusted.</li> </ul>  |
| Program Printer and Copier               | 2 total: 1 per session plus 1 back up.    | 45 minutes before meet.  | <ul style="list-style-type: none"> <li>When swim events are finalized by coaches, prints and copies programs.</li> <li>Distribute copies to coaches, timers and officials.</li> <li>Deliver programs to concession stand for sale.</li> </ul>  |
| Concession Stand Set Up                  | 4 total: 3 per session plus 1 back up.    | 1 hour before meet.  | <ul style="list-style-type: none"> <li>First Session: Get concession supplies from storage, secure and set up cash box, hang signs/menus, and arrange food, drinks and paper goods.</li> <li>Second Session: Restock food, drinks and paper goods, replenish the cash box and update menus.</li> </ul>   |
| Concession Stand Transition / Break Down | 4 total: 3 per session plus 1 back up.    | Transition- 30 minutes at end of first session - OR - Break Down- 1 hour at end of Second Session. | <ul style="list-style-type: none"> <li>First Session Transition: Cleanup work space / remove trash for next session. Lightly clean out food containers and return to owners.</li> <li>Second Session Break Down: Clean concession area, remove garbage, return supplies to storage, close out and return cash box, remove signs / menus, and return containers to owners.</li> </ul> |

## During home meet volunteer positions

*\*These roles offer great ways to get off the bleachers, be close to the action and get to know the swimmers better.*

| Role   | Volunteers Needed                                      | Time Involved                             | Responsibilities  |
|--|--|---|---|
| Officials*<br><i>Great role for former swimmers: Starter (Meet announcer), Stroke and Turn Judges (Each event complies with rules and is "legal").</i> | 5 in Total: 4 per session plus 1 backup.               | Length of swim session usually 2-3 hours. | <ul style="list-style-type: none"> <li>• Starter, Stroke and Turn Judges – Watches swimmers events, notes any infractions.</li> <li>• Oversee two lanes at a time.</li> <li>• Requires training at offsite location.</li> </ul> |
| Colorado System Operators*<br><i>Good role for volunteers comfortable with computers / technology.</i>   | 4 in Total: 3 per session plus 1 back up.              | Length of swim session usually 2-3 hours. | <ul style="list-style-type: none"> <li>• Requires in house training on the setup and operation of the equipment and software.</li> </ul>  |
| Lane Timer*<br><i>Fun way to watch the meet and get to know other parents / swimmers.</i>  | 19 in Total: 16 volunteers per session plus 3 back up. | Length of swim session usually 2-3 hours. | <ul style="list-style-type: none"> <li>• 2 timers per lane.</li> <li>• Operate stop watches and a "plunger" switch. In the event that the touch-pad fails or a swimmer misses the pad, serves as a back up time.</li> </ul>     |
| Marshalls*<br><i>Great view of the meet and freedom from the bleachers :).</i>   | 3 in Total: 2 volunteers per session plus 1 back up.   | Length of swim session usually 2-3 hours. | <ul style="list-style-type: none"> <li>• Direct spectators away from the doorways to keep exits clear.</li> <li>• Oversee lobby and locker room entrances.</li> </ul>   |
| Deck Parent*<br><i>Key support for swimmers and coaches, especially when meet is starting.</i>   | 1 in Total.  | Length of the swim meet.                  | <ul style="list-style-type: none"> <li>• Assist the swimmers prepare for meet by writing their events, event # and lane # on their arm.</li> <li>• Helps coaches on pool deck with management of the swimmers.</li> </ul>       |
| Runners*<br><i>Assists timing table with collection of back up times from Lane Timers.</i>   | 2 in Total: 1 volunteer per session plus 1 back up.    | Length of swim session usually 2-3 hours. | <ul style="list-style-type: none"> <li>• If there is a problem with the automated timing system, gathers manual times from the lane in question.</li> </ul>   |
| Concession Stand Sales<br><i>Parents will be able to step onto deck to view child's events as needed.</i>  | 8 in total: 6 volunteers per session plus 2 back up.   | 1 hour during meet.                       | <ul style="list-style-type: none"> <li>• 2 volunteers per hour. Responsibilities include: program sales, serving food, managing money, and keeping work area tidy.</li> </ul>   |
| 50/50 Raffle Sales   | 1 in Total.  | Length of the swim meet.                  | <ul style="list-style-type: none"> <li>• Responsible for selling 50/50 tickets during meet.</li> </ul>  |