



Swim Meet Volunteering



For additional information or questions:

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Why Volunteer?

1. **WE NEED YOU!** It takes 2,000 + volunteer hours to run our meets during the Short Course Season! WOW!
2. You'll look pretty/handsome in your awesome, free volunteer t-shirt! COOL!
3. You'll be fed well! Get access to the hospitality table--it's full of food and drinks! YUM!
4. You'll be comfortable! The bleachers are hard, hot and crowded. AHHH!
5. **You'll have FUN!** Be a part of our volunteer community! Your kids will LOVE seeing you take part! WOO HOO!

There are many volunteer positions! New to volunteering? Read below to figure out what you can do to get your feet wet (sometimes literally!). Are you a volunteer veteran? Maybe try something new!

Meet Volunteer Positions

Pre-Meet

Meet Setup – Helps with setting up tables and chairs, posting signage, etc.

Experience – None

Time – Prior to event

During Meet

Runner – Assist meet official throughout meet (carry DQ slips from officials to computer operator), post event results in designated area, assist Safety Marshal if needed, ensure counters for the 500 free are put out before the race, help clean up spills on the pool deck during the event.

Experience - None required.

Time – 1 session on deck – starts at beginning of session

Announcer - Announces all information pertinent to meet including:

- Swimmers names
- Events
- Scores
- General announcements

Experience – Minimal Training required. Meet with a meet official to learn proper etiquette for announcements.

Time - 30 min prior to warm-ups and throughout session.

Officials - Positions (referee/starter/stroke & turn) must be certified under USA Swimming. Training class plus 6 sessions of apprenticeship required for certification.

Information at www.usaswimming.org

Experience - USA Swimming Certification or Apprentice standing – we are happy to help you get certified!

Award – Deliver awards to swimmers and/or swim teams. Located where awards table is designated, alternately may hand out at lanes during internal meets.

Experience - None required.

Time - Start to finish of session

Head Timer – Runs 2 stopwatches for every heat to hand to timers if their watches fail. Coordinates the timers to help carefully put away timing equipment.

Experience - Timer (2x)

Time - Must attend Timers mtg 15-20 min before start of session. On deck length of meet

Timer - Operates stop watch & timing system plungers and Records times. 2 timers per lane - sign up with a friend or meet someone new!

Experience - None required.

Time - Must attend Timers mtg 15-20 min before start of session. On deck length of meet

Order of Finish Recorder – Sit poolside at meet and record swimmers' order of finish for each race (example: Lanes 4,6,7,3,8,1,2,5 finished in that order). Works in pairs.

Experience - None required but good eyesight is helpful!

Time - 15 min prior to meet start through end of session

Volunteer Sign-in - Checks-in volunteers and provide direction to where they need to report. Located at the entry of the Aquatic Center for large events.

Experience - None required.

Time - 15 min prior to Warm-ups – 10 min after meet start.

Hospitality - Helps with organization, food prep, & set up of meals for coaches and meet staff. Distributes drinks & snacks to volunteers, coaches & officials on deck.

Experience - None required.

Time - 30 min prior to Warm-ups through end of session.

Concession Sales – Work in the concession area during the session selling food and drink.

Experience - None required – will handle money

Time – Start of warmups through end of session.

Safety Marshal - Enforces warm-up procedures in the pool & maintains order in the venue. Ensures only swimmers, coaches, officials & meet volunteers are allowed on deck per USA Swimming regulations. Ensure that swimmers are behaving in a safe manner. Located on deck throughout the meet.

Experience - None required.

Time - Start of Warm-ups through end of session

During Meet/Post-Meet

Meet Clean-up – Help clean up during and after an event. This includes removing trash, cleaning bleachers, putting away tables/chairs/timing equipment, and hose down pool deck/athlete seating. Clean up locker room. (The more this group does the less expense to the team for a custodial staff cost.)

Experience - None required, good to have one person who is familiar with location and operation of cleaning supplies and tools/equipment.

Time – During Meet/End of Meet/Session

I'm in! How do I volunteer?

- a. Log on to Minnetonka Swim Club website
- b. Click on Meets/Events
- c. Click hypertext Volunteer for applicable meet
- d. Select desired volunteer position and session