



PARENT JOBS:

Head Timer: Position by the start end of the pool, opposite the starter. Start two stop watches simultaneously at the start of the race, using both the sound and strobe light of the start system. If any timer raises their hand, signaling their watch malfunctioned or they failed to start it, the head timer brings them one of his/her two watches. For 25-yard events, the head timer positions him/herself at the finish/turn end of the pool.

Bullpen Staff: The bullpen position involves calling out the next event needed to begin preparations for the race. Bullpen staff (at least two for home, one for away meets) ensure that swimmers are in the appropriate heat and lane, and if/when necessary, make modifications, such as moving swimmers up a heat to fill empty lanes. Bullpen staff should only combine events (men and women) if both combined would only make one heat. Bullpen staff should inform the meet referee and/or starter of such a change.

Card Runner: Usually involves two workers. At the end of each event, the card runner goes to each lane, receiving the cards from the timer holding the clipboard. The card runner then brings the cards to the results table to be imported. While one card runner is doing this, another is prepared to step in for the next event if it ends quickly.

Heat Winner Ribbons: Workers (2) hold a stack of our heat winner ribbons, and watch closely at the finish of a race to see which lane and swimmer finishes first in the heat. If it is too close to call, quickly ask the timers from the respective lanes for the times. Hand the heat winner ribbon to the victor and tell them great job! Take turns. One worker does one heat, then the other worker does the next.

Computer Entrant: The computer entrant collects the cards, after the scorers have confirmed the event overall order of finish, and imports the times into the meet results of our team software system. The head coach will brief the computer entrant every meet to make sure they feel comfortable with the software.

Scorer: The scorer collects the cards, and finds the 3 fastest from each event from their respective team, and compare with the opposing teams. The scorer then marks the score sheet, following the instructions provided on the sheets, to award the correct points to each team. Scorers then hand the cards of their team to their team's computer entrant.

Concession Stand Staff: Concession stand staff, usually broken into two shifts, are responsible for the set up and clean-up of the concession stand, manning the concession stand, and ensuring friendly service is provided to all swimmers and parents making purchases.

Timer: Attend the timers meeting roughly 15-20 minutes prior to the start of the meet. Each team needs to provide half of the required timers for the meet (18 total for 6-lanes, 24 total for 8-lanes). Time each race, and record, or tell the timer who's recording, the time the swimmer achieved. Reset the watch, and get ready for the next race!