****

**NCHS 2017-2018 Swimming and Diving Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parents must select at least one position to help out. Most positions are quick and fun. New parents will be paired with experienced parents. More detailed instructions are available, budgets provided where necessary. A summary of this list will be communicated after Nov 6.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **ACTIVITY** |  |  | **ACTIVITY** |
| \_\_\_Head Timer | **Head Timers-2x; includes some light pre-meet prep like stopwatch/clipboard organization** |  | \_\_\_\_Coordinate\_\_\_\_Assist | **Team Continental Breakfast** Saturday, Nov. 11 Picture Day |
| \_\_\_\_Coordinate\_\_\_\_Assist\_\_\_\_Assist | **Concession Stand- 1 to 2 folks present and selling for about 90 minutes during home dual meets and invites.** |  | \_\_\_\_Coordinate\_\_\_\_Assist | **Meet Coordinator- Act as meet director for NC Invite and Sectionals. NOTE not as involved as USA Swimming meet director** |
| \_\_\_\_Operator\_\_\_\_Operator\_\_\_\_Trainee | **Computer Operator – Meet Manager** |  | \_\_\_\_Coordinate\_\_\_\_Assist | **NCHS After School Concessions**  2:30 PM to 3:15 PM 2 weeks, date TBD  |
| \_\_\_\_Operator\_\_\_\_Trainee | **Computer Operator- Colorado** |  | \_\_\_ Coordinate | **Volunteer Coordinator- send reminders on all various events and positions, keep track of shortfalls.** |
| \_\_\_\_Coordinate\_\_\_\_Assist | **Alumni Day- Breakfast in pool classroom- Friday after Thanksgiving** |  | \_\_\_\_Coordinate\_\_\_\_Assist | **NCHS Swimming & Diving Display Case** November set up. |
| \_\_\_\_Announcer\_\_\_\_Anouncer\_\_\_\_Trainee | **Swimming Meet Announcer**  |  | \_\_\_\_\_Coordinate\_\_\_\_Assist\_\_\_\_Assist | **Holiday Training Treats** Christmas Break, exact dates TBA. |
| \_\_\_Coordinate | **Diving Set Up**  |  | Glesing \_\_\_\_ Assis | **Spiritwear Coordinator & Assistant** |
| \_\_\_Announcer\_\_\_\_Trainee | **Diving Meet Announcer**  |  | \_\_\_\_Coordinate\_\_\_\_Assist | **Hospitality for NC Invitational** Thurs, Dec. 28th |
| \_\_\_\_\_Lead\_\_\_\_\_\_Assist | **Photographer- team photographer, also typically is involved with Team Buttons. Team picture day is Nov 11, also various Home meets & events.** |  | \_\_\_\_Coordinate\_\_\_\_Assist | **Senior Night Recognition** Date TBA, usually second to last home dual |
| \_\_\_\_Coordinate\_\_\_\_Assist | **Awards at Boys Sectional Meet**Saturday, Feb ? |  | \_\_\_\_Coordinate\_\_\_\_Assist | **Hospitality for Boys Sectionals****Feb 15 & 17 in the pool classroom.**  |
|  | **USA Swimming Official-** Boys Sectionals only  |  | \_\_\_\_Coordinate\_\_\_\_Assist | **JV Breakfast at NC** Saturday, Jan 27 |
| \_\_\_Coordinate\_\_\_Assistant | **Team meals** Meet Days 2:45 PM to 3:45 PM |  | \_\_\_\_Coordinate\_\_\_\_Assist | **Girls Sectional Breakfast**Saturday 10AM, Feb 3rd, Smoothies & Fruit for approx 20, at the high school. |
|  |  |  | \_\_\_\_Coordinate\_\_\_\_Assist | **Post Sectional Party- 1 for each gender, host approx 50 total swimmers and parents.**  |
| McPhersonJones | Booster Club Representatives |  | \_\_\_\_Coordinate | **PR/Marketing- brief write ups for local media outlets.** |
| All Senior Parents | **Welcome Crew**- serve as a Q &A center for rookies, also assists in 1st week registrations. |  | \_\_\_\_Coordinate | **Awards Night Coordinator- help schedule and plan our end of the season awards night** |

**THANK YOU!**