

Category	Job	Description	When and how to sign up	credit
Board Member	Past President	Members serve on the LBD board by attending regular meetings to plan the logistics of the team. Their parent participation responsibilities are met by serving on the board. Please see the website for Board job descriptions.	Members are voted in at the end of the previous season.	Six (6) job credits
	President			
	Vice President			
	League Representative			
	Secretary			
	Treasurer			
	8 and under age group representative			
	9-12 age group representative			
	13-18 age group representative			
	Special Events			
Fundraising				
Chairperson/Co-Chairperson	Clerk of Course	A chairperson position requires additional training. It typically requires leaderships skills and can have supervisory roles. Many of the committees will be run by a Chairperson.	Although most Chairperson roles are filled at the end of the previous season there are usually a few that still need a volunteer. Check with the Parent Participation coordinator if interested.	Six (6) job credits
	Coach Support Chairperson			
	Computer Operations			
	Hospitality Chairperson			
	Meet Set Up			
	Parent Participation			
	Ready Bench Chairperson			
	Ribbons Chairperson			
	Snack Bar Chairperson			
	Stroke/Turn			
Timers Chairperson				
Specialty Positions	Registrar	A specialty position requires additional training. Sometimes these jobs are fulfilled by Board members.	Although most Specialty roles are filled at the end of the previous season there are usually a few that still need a volunteer. Check with the Parent Participation coordinator if interested.	Six (6) job credits
	Scratch Session Supervisor			
	Safety Officer			
	Website Manager			
Committee Member; a committee member works under the appropriate Board Member or Chairperson on a committee to help organize, plan and divide up responsibilities and labor.	Special Events Committee Member	plans and organizes; camping trip, Spirit Night, Awards Night, team photos	The sign up for volunteering to be on a committee will be open on the morning after Back to Swim Night and close the Friday before Time Trials	Two (2) job credits
	Fundraising Committee Member	plans and organizes; spirit wear, team suits, Swim-o-rama, other fundraising events		
	Coaches Support Committee Member	plans and organizes; treats, poolside posters, awards night baskets		
Meet Jobs (Specialty); these jobs require special expertise and training. We ask that if you choose one of these jobs that you commit to the same job for all meets.	Announcer	Using a microphone, announce each event and the event coming up.	Because of the special training needed, you must contact the parent participation coordinator via email at loomisdolphins@gmail.com to be signed up for these jobs. You will be asked to earned your remaining job credits required doing this job.	One (1) job credit for each meet shift worked
	Stroke/Turn	Walks the side of the pool and judges whether the swimmers are using legal strokes and turns.		
	Clerk of Course	Ensures swimmers are in correct lanes, calls swimmers to blocks and lets starter know when race is ready to begin.		
	Computer Operations	Responsible for entering swimmer data into the computer.		
	Meet Ref	Referee of the meet		
	Starter	Starts races during the meet.		
	Meet set up	Set up everything needed to run meet with direction from VP, starts at 5:00 am.		
Meet Jobs; these jobs are needed in order to run a swim meet. It is critical that volunteers fill these roles for each meet.	Ready Bench	Works at the Ready Bench area at the meet to ensure that swimmers show up for their races and are in the proper lane. Also helps organize relays. All families with swimmers age 6U-10 must sign up for this job three times.	The sign up for volunteering at meets will be open on April morning after Back to Swim Night and close the Friday before Time Trials All meets will be available for sign ups at one time.	One (1) job credits for each meet shift worked
	Meet Clean up	remove and carry to storage; pop-ups, chairs, tables, empty garbage. It will take about 90 minutes after the meet.		
	Hospitality	Serve drinks and snacks around the pool deck to those who are working in other capacities.		
	Janitorial	Empty and replace all trash bags around pool, visitor area and bathrooms. Verify TP supply.		
	Ribbons	Apply computer-printed labels onto the back of ribbons and place ribbons into mail slots. This happens the week following the meet, usually on deck during practice.		
	Timers	Time first or second half of meet. Second half begins before backstroke.		
	Snack bar shopping	Responsible for snack bar inventory during the swim season.		
	Ice Doughnut shopper	Pick up donuts and ice before home meets		
	Parent volunteer check in	Arrive early to meets and check in all parent volunteers, make sure they understand their job and fill jobs with volunteers that are vacant.		
Parking	Direct cars arriving to home meet where to park			
Event Jobs; these jobs are needed to run team events and activities outside of the swim meets. These volunteers are not part of the planning or coordinating, instead they sign up to work the event or activity.	Swim-o-rama	work at swim o rama event	The sign up for volunteering at events will be open on the morning after Back to Swim Night and close the Friday before Time Trials. All events will be available for sign ups at one time.	One (1) job credits for each event worked
	Spirit Night	work at spirit night event		
	Awards Night	works at awards night event		
	Team photo day	works at team photo day event		