

Swim Meet Sign Ups

Parent's Name that will work at Swim Meet: _____

Swimmer's Name(s): _____

Swim Meet Positions:	Swim Meet Date and Location						
	June 7 Home	June 14 Home	June 21 Away	June 28 Home	July 5 Home	July 12 Away	July 19 Away
Clerk of Course Assistant							
Hospitality							
Kid Pusher							
Meet Clean Up							
Meet Set Up							
Place Judge							
Ribbon Distributor							
Ribbon Writers							
Runner							
Timer (2 per lane)							
Attendance:							

Note: See "Description of Swim Meet Positions" for a description of duties required for each position.

Directions:

- Swim Meet Positions: At least one parent/guardian needs to volunteer for a **minimum** of 3 swim meets. For each swim meet you can work choose a first, second and third place preference of positions. Below the swim meet dates that you can work, mark the boxes with a 1, 2, or 3 (for first, second and third preference) that corresponds to the swim meet position you would like to work.
- Attendance: Please put an "X" in the box associated with any swim meets you know your child will not be available to swim

Description of Meet Positions

Every open position is easily learned, requires no prior experience, and you don't have to do it alone. However, training for will be available for these jobs during some evening practices.

Clerk of Course Assistance:

- Help the Head Clerk of Course by delivering swimmers to Clerk of Course according to meet line up sheets prepared in advance by the coach showing each swimmer's events
- Making sure all swimmers have their number printed on Arm or Leg where it will be visible to the timers.
- You will be moving about the pool deck, primarily between the team sitting area and starting end of pool

Hospitality:

- Brings water to the coaches and the other meet positions
- Helps where needed
- You will be moving about the pool deck

Kid Dusher:

- Hold the events sign while walking around and announcing the upcoming swim events. This helps to let swimmers and parents know what swim event is getting ready to line up at Clerk of Course
- You will be moving about the pool deck

Meet Clean Up:

- Gets the facility back in order after the meet
- Collects trash, helps put away swim lane ropes, starting blocks, backstroke flags, 6-under rope, lights, and PA system.

Meet Set Up:

- Gets facility ready for swim meet prior to warm ups that begin at 5pm
- Sets up backstroke flags, starting blocks, lane ropes, chairs behind blocks, scoring, ribbon and announcer tables, temporary lights, distribute vests and stopwatches to officials.

Place Judge:

- Observe the finish order for the point-scoring main events only
- First place judges use a stopwatch to maintain pool records
- Communicate the finish results to the recorder
- You will be moving about the pool deck throughout meet
- Each team supplies three judges at each meet

Ribbon Distributor:

- Passes out ribbons to heat swimmers and commends them as they get out of water
- The winner of the heat received the Heat Winner ribbon and all other swimmers receive a Fast Swim ribbon
- You will be located at the Finish end of the pool

Ribbon Writer:

- Records Swimmer's name and event on back of each place ribbon
- You will receive results on the main event sheets after the Scorer has recorded the necessary information
- You will have a supply of ribbons and a team roster for each swim team
- You do not pass out the ribbons, the coaches will do that at the next practice
- You will be sitting at a table during the meet typically inside

Runner:

- Takes event sheets from the recorder and disqualification sheets from stroke and turn judges and carries them to the score table.
- The runner must deliver the sheets directly to the scorer's table and not allow coaches or others to see them in transit.
- This is a mobile position wear comfortable shoes

Timer:

- Keep time for main events and heat swimmers
- 2 timers per lane will be needed in order to help with getting accurate times
- Write down times and give results to the recorder
- You will be located at the Finish end of the pool
- Training will be available at swim practices