

SVH Swim Meet Job Descriptions 2018

* It takes 50+ people for us to run a home swim meet smoothly.
 * If you are scheduled for a job but do not show, there is a \$35 no show fee.
 * If you are planning to hire a teen to fill in for you, the rate is \$25 per meet paid directly to teen by you. (Please coordinate directly with the teen, do not expect the swim team board or meet directors to do this for you.)
 * Each family will fill out preference (rank ordered) for their assignments. Please provide at least three options. The meet directors will make every effort to accommodate your preference but understand that they need to fill all roles to run a successful meet.
 *** Thank You for everyone's support in making SVH swim meets the best in town!

Assignment	What's Needed?	Description
Early Snack Bar (4:00 to 6:30)	4 per home meet	Work Snack Bar from 4:00-6:30. Help set up and sell items. All Snack Bar workers bring wrapped baked goods as donation to the snack bar.
Late Snack Bar (6:30 - Cleanup)	4 per home meet	Work Snack Bar from 6:30-Cleanup. Sell items, put away snack bar items into storage room, help clean Rec Center. All Snack Bar workers bring wrapped baked goods as donation to the snack bar.
Ribbons	2 per home meet	Attach stickers onto ribbons and sort ribbons into each team folder or box
Good Shepherd	2 per meet (home and away)	Help coach gather the "8 & Under" swimmers and lead them to the starting blocks (helpful if you know some "8 & Under" swimmers). <i>NOTE: this is one of the few assignments that will be assigned for away meets also.</i>
Swimmer Stager	1 per home meet	Responsible for managing the starting block area. Control when swimmers are allowed to enter the starting block area.
Shade Brigade	1-2 per "large" away meet	Responsible for picking up the tents at the Rec Center (coordinate with Meet Director to obtain key), deliver and set-up tents at the meet (expected to arrive very early to secure a spot for the team). Return tents after the meet to the Rec Center. Assistance will be available to set up and break down the tents. <i>NOTE: There are 4 "large" away meets: Muppet Meet, 9-18 Invitational, Championship Prelims, Championship Finals</i>
Clean Up Crew	2 per home meet	Clean up pool deck, Rec Center & bathrooms, put away equipment
Runner	2 per home meet	Pick up time sheets from each timer & score cards from blanket judges, deliver to scoring table after each heat.
Timer	12 per home meet	Time each event with a stop watch, (SAAA rule prohibit camera use behind blocks, please refrain from all cell phone use while timing)
Grill Master	1 per home meet	Set up grill, grill hot dogs & hamburgers during the meet, clean/put away grill (4:30 - close)
Blanket Judge	4 per home meet	Determine (with other blanket judge) and annotate which lane finishes 1st, 2nd, 3rd, etc. for each heat.
Rec Center Detail	2 week assignment (in place of working a meet)	After all morning practices, clean as needed on a daily basis: restock paper goods (toilet paper & paper towels), clean mirrors, wipe down counters & toilets, pick up trash off floor, empty trash/replace with liner, sweep/mop bathroom & hallway, spray deck down morning after home meet.
Head Timer	1 per home meet	Start two extra stop watches in each heat to allow for timers to use as a back-up if needed
Relief Timer	1 per home meet	Provide relief to timers to allow brief breaks (watch their child swim, snack bar/bathroom break). While filling in for timers, time each event with a stop watch, (SAAA rule prohibit camera use behind blocks, please refrain from all cell phone use while timing)
Early Cashier (4:30 to 6:30)	1 per home meet	Work Cashier table from 4:30-6:30. Add totals for snack bar purchases, collect money, annotate total \$ purchase in family tabs

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Late Cashier (6:30 to Close)	1 per home meet	Work Cashier table from 6:30-close. Add totals for snack bar purchases, collect money, annotate total \$ purchase in family tabs		
Announcer	1 per home meet	Set up speaker system, announces each event, play music during meet		
Pasta Salad	1 per home meet	Provides a large pasta salad (6 boxes of pasta) for the snack bar to sell		
Ice	1 per home meet	Pick up & deliver ten 20 lb. bags of ice to the Rec Center no later than 4pm, the purchase of the ice (about \$35) is part of the assignment		
Starter	1 per home meet	Starts each event based on SAAA procedure, uses starter equipment. Requires training/practice. Contact the meet director if you are interested in learning how to be a starter.		
Referee	1 per home meet	Final judge for stroke & turn, tells swimmer/coaches if DQ. Requires SAAA certification.		
Stroke & Turn Judge	2 per home meet	Judge each event for proper stroke technique & turns, identifies disqualifications (DQ). Requires SAAA certification.		
Stroke & Turn Relief	1 per home meet	Provide relief to judges to allow brief breaks (watch their child swim, snack bar/bathroom break). While filling in for judges, judge each event for proper stroke technique & turns, identifies disqualifications (DQ). Requires SAAA certification.		
Computer	2 per home meet	Sits at computer table and enters result of heats into computer to generate meet results. Requires training. Contact the meet director if you are interested in learning how to run the computers.		
Scoring	2 per home meet	Score each event with a scoring system, sits at computer table. Requires training. Contact the meet director if you are interested in learning how to do scoring.		