

Meet Volunteers and Job Descriptions

Marshalls:

- Line up swimmers in the proper order according to the meet line up.
- Place the swimmers in the appropriate heat and lane.
- Marshalls get the swimmers to their respective lane at the proper time.
- **Need: 5 people**

Timers:

- Responsible to time the swimmers.
- 2 timers per lane
- Requires standing and the use of a stop watch.
- Records the time on the swimmer's card.
- **Need: 13 people**

Awards:

- Place stickers on appropriate ribbon placement.
- Put completed ribbons in file folders.

Heat Ribbons:

- Responsible to give ribbon to swimmers who win their heat. 1 per heat for individuals & 4 per heat for relays.
- **Need: 1 person**

Handwriters:

- Give swimmers their events and print on swimmers' hands
- Be available before warm-up
- **Need: 2 people per age group for a total of 8**

Set-up & Clean-up:

- Requires being at the pool one hour before start time.
- Bringing tables out, setting up chairs, setting up the observation room)
- Responsible for putting meet items away
- **Need: 5 people**

Everyone can help clean-up! PLEASE DONT ASSUME SOMEONE ELSE WILL DO IT. WE NEED EVERYONES HELP TO RUN A SUCCESSFUL SWIM MEET!