

2011 Hunter Mill Swim Team

Volunteer Selection Form

Hunter Mill Swim Team depends on family support and lots of it! It takes over 50 volunteers to run a swim meet. In addition to running the meets, the team organizes many special events for the swimmers. We are fortunate to have such dedicated parent volunteers. Thank you in advance for your cooperation!

FILL OUT ALL SECTIONS COMPLETELY – RETURN WITH REGISTRATION FORM

Parents' Names:

E-Mail Address (es):

Phone Number (s); (Indicate H home, C cell, O office)

Volunteer Meet Operations

Please put an "X" in the Mom (M) or Dad (D) space for the dates you are **NOT** available to volunteer. Please remember that each family is asked to volunteer for at least 4 on-deck positions (excluding time trials – everyone needs to work time trials) and 2 social events.

M	D	Date/Event	
		6/18 Sat	Time Trials
		6/20 Mon	B Meet
		6/25 Sat	NVSL A
		6/27 Mon	B Meet
		7/2 Sat	NVSL A
		7/4 Mon	Vienna Relays
		7/6 Wed	Boys v Girls
		7/9 Sat	NVSL A

M	D	Date/Event	
		7/11 Mon	B Meet
		7/13 Wed	Div Relays
		7/16 Sat	NVSL A
		7/18 Mon	B Meet
		7/21 Thurs	Lollipop
		7/23 Sat	NVSL A
		7/25 Mon	B Meet
		7/30 Sat	Divisionals

In the second section, please rank the job, in the Mom (M) or Dad (D) space (1 being the most desirable) that you would prefer to work. The jobs with an asterisk require advance training.

M	D	Job Responsibility
		Referee*
		Starter*
		Stroke and Turn*
		Relay Takeoff
		Marshall
		Chief Timer
		Timers
		Clerk of Course
		Concessions (Set up & Sell)
		Runner

M	D	Job Responsibility
		Scorer
		Time Recorder
		Ribbons (Sat or Tues)
		Set up/Take down
		Announcer*
		Head Table Worker*
		Table Worker
		Announcer
		Concession Supply Buyers
		Computer Data Assistant

Most Volunteer signup will be done through Jooners. Officials for A meets are the exception. They are selected by team reps and notified by email on Thursday. Watch your in box as the desirable jobs go quickly. Families that do not meet their volunteer obligation will be assessed a \$150.00 fee at the end of the season. Parents will only be scheduled to work at meets their child(ren) is(are) swimming,

Comments: _____

Volunteer	Title	Description
Officials	Referee	Certification class required. One necessary to run an "A" meet
	Assistant Ref	Certification class required. Assists at "B" meets to run a quicker meet
	Starter	Certification required. Starts each race
	Stroke & Turn Judge	Certification required. 4 judges evaluate legality of strokes and turns per NVSL rules. 2 per team each meet
	Relay Take-Off Judge	2 judges to evaluate the start of each leg per NVSL rules. 4 per meet.
	Marshall	Responsible for crowd control, safety in/out of pool. Monitors, who is on the pool deck.
Table Workers	Clerk of Course	Training available. Manages swimmers from stand-by area to swim lanes. 1 assistant
	Scorer	Training available. Determines race results and scores on official score sheet. 2 needed per "A" meet
	Time Recorder	Training available. Transcribes swimmer times from cards to official score sheet.
	Ribbons	Places ribbon backs on ribbons for swimmer placement.
Timers	Chief Timer	Training available. Manages timers. Train timers at beginning of meet, provides back up working stop watches, collects and checks cards after each race. Gives cards to runner for table.
	Assistant Chief Timer	Training available. Assists at "B" meets to help meet go faster.
	Timers 3 timers per lane	Responsible for timing swimmers in each race. VITAL job with the best view in the house. Without timers the meet can not go on.
Concessions	Manager	Needs Certified Food Handler Certificate. Oversees concessions at meets. Plans, staffs, food organization and supplies.
	Assistants	Help set up/take down, sell food.
	Grillers	Manage the grills
	Supply Buyers	Purchase supplies. (Costco, Walmart, etc)
	Apparel Sales	Has apparel available for sale during meet
Admin-istration	Set Up/ Take Down	Set up pool for meets either Friday night/Monday afternoon. Stows equipment
	Announcer	Training available controls tempo of meet. Announces results
	Runner	Take time cards from chief timer to table
	Computer	Manages database, prints time cards, sort by event, inputs time
	C' Assistant	Helps with time input