



Parent Volunteering

What is the impact of being a volunteer?

Thank you for choosing Paseo Aquatics and believing in our Mission & Vision. We believe that when done correctly swim meets can provide a safe and structured environment for our children to learn and grow. A key component of this is parent volunteering. When it comes to swim meets coaches are involved with all the kids, it's through the parent volunteers that we build this structure around them to grow.

Swim meets offer many great benefits:

- An outlet for energy
- Channel enthusiasm and emotions
- Set goals & manage time which aids in their academics

When we come together as a team supporting our athlete's we foster a sense of community and social connection creating a space for all ages of athletes to interact, make friends and build meaningful relationships. These connections will extend far beyond the pool.

Paseo Aquatics recognizes that hosting swim meets is a vital to our Mission & Vision and we cannot do it without parent volunteers. It's for this very matter we work hard at developing a parent volunteer base that can support not only their athlete's but others, support the coaches and support the team in our mission for our members and this community.

Who orchestrates it all?

This volunteer position is called a Meet Director. Below we will introduce you to our current Meet Director

How to get involved?

The following areas below you will learn more about how you can get involved and where you may feel most comfortable fitting in. There are four core groups required to successfully host a meet and it takes a small army to build this structure around the kids.

1. Hospitality and Snack Bar Leads & Crew

- a. The **Snack Bar and Hospitality** Lead positions requires pre planning early on before the meet. A menu plan gets put in place and we go out to the team for donations to support the snack bar a week prior to the meet. Scheduled drop off times at the facility the night before during set up. The leads work directly with the Meet Director for preparation and staffing the snack bar during the meet. The meet director or a member of the committee works with local ordinances regarding the preparation and sale of food.
- b. The **hospitality** core volunteers works with the leads and is responsible for having refreshments and food available (soft drinks and snacks) for meet marshals, meet officials, and coaches to self-serve. Paseo has a restaurant style side by side refrigeration that gets loaded with drinks and stays cold all meet long. The Meet Marshals, Officials and Coaches self-serve out of this. Typically, we have hot food items delivered from a local restaurant, Lunches delivered and if need be, a dinner. The core group here is responsible for setting it up buffet style for self-serve. And general keeping area clean. You will be able to see your athlete compete in the meet as well. We try to schedule 90 minute shifts.
- c. The Snack Bar's core volunteers works with the leads and is responsible to tend to the athletes and visitors on deck during the warmup sessions and meet. These items are for sale and the proceeds go to support Paseo Aquatics and our mission.
- d. The hospitality and snack bar crew would come in the evening the night before the meet for 60-75 mins to set up items brought in by the Set up and break down Crew.
- e. Ideal individuals would be people in the restaurant business, catering business, counselors, hospitality, nurses, hotel management, or just people with outgoing personalities. You will be able to still watch your kid's race.

2. Set up and breakdown Leads & Crew.

- a. In general, we need 1 or 2 lead individuals to work with a crew of volunteers to unload the team trailer of canopies and other meet operational items. The lead follows a diagram drawing of the deck set-up in which the canopies, meet admin tents, signage will be positioned. Unloading all Snack Bar operational goods and hospitality operational goods (non-food, typically coffee makers, trays, chaffing dishes etc.) all contained in Paseo's meet trailer. At the conclusion of the meet

the Lead works with a volunteer crew to outload all operational items back in the trailer and packed safely and neat.

- b. Volunteers that fit the Lead Position well are individuals in construction, or construction management, anyone in management positions. The job is simple but does require the right individual. You will work closely with the Associate Head Coach and the Head Coach during the meet itself.
- c. The crew along with coaching staff is just a group of helping hands moving items in and out.
- d. Meet set ups typically happen the night before and takes approximately 2 hours. Meet break down typically begins about an hour before the meet is ending and takes like 60-75 minutes after the meet.

3. Meet Marshals- Safe Sport Ambassadors

- a. Paseo must have at least 15-20 Meet marshals to successfully operate with shifts throughout the meet. Meet marshals must complete a 20 minute USA Swimming training certification.
- b. They should be responsible individuals who can actively monitor warm-ups and maintain order and safety in the swimming venue. They are assigned by and report to the Meet Director and/or Meet Referee. The marshal shall warn, order to cease and desist, or, with the concurrence of the Referee, remove from the venue, anyone behaving in an unsafe manner or whose actions are disrupting the orderly conduct of the meet. To indicate their authority, marshals will be provided with an easily identifiable uniform clearly visible to all in the venue. Bright vests for identification and awareness purposes.
- c. Individuals that fit well with this position our law enforcement, firemen, restaurant managers, teachers, business owners, Upper management individuals.
- d. Shifts generally run 60-75 mins during the meet hours. You will have full access to the decks and you will not miss your athletes races.

4. Head Timers, Runners & Timers

- a. Timers are the key volunteer at all swim meets. The purpose of a competitive meet is for each swimmer to achieve times; therefore, these workers must be diligent and dedicated to ensuring success.
- b. Another key worker at any meet is the chief timer, who is responsible for recruiting both the timers (three per lane) and runners prior to the meet and then supervising these people during the meet. The chief timer ensures that all timers and their watches are functioning properly throughout the meet, replacing timers or watches when necessary. The chief timer's watch is started for each heat and is used to replace any watch that may malfunction or that did not start during any given heat. The chief timer delivers all times recorded by the lane timers to the meet recorders.
- c. Runners, shuttle material (e.g., seed cards, results) from station to station during the meet. It's a very simple job. They work with the Meet admin to post sheets

on the meet board. The Meet Director will coordinate the efforts of all runners to avoid confusion and lost material.

Providing a safe and structured environment for our children to learn and grow through the sport of swimming at swim meets takes a small army of help. We unite for team hosted meets 3 times per year as well as 1 inner-squad small meet in September. This year our hosted meets are in October, February and a future date not determined yet. Our hope is we can all come together for a greater cause.

Introduction of our Meet Director

Rebecca Hindman, whom many of you know, holds the volunteer position as Paseo Aquatics Meet Director. *What does Meet Director mean?* USA Swimming governs this position much like they govern all the coaches around our nation. Rebecca has completed multiple USA Swimming certifications, background checks as well as completed several outside courses and has an extensive history as a Meet Director. Rebecca has very successfully fulfilled her role as a Meet Director at many large scale meets both with our team and other teams. Rebecca coordinates the entire ensemble of above leaders and volunteers. She is the main point of contact during the meet. We are blessed to have Rebecca supporting Paseo Aquatics beyond the years of her athlete being in the sport.