

CKA Volunteer Job Description

Lane Timer

- Usually 2 timers per lane, age 11+ for most meets
- Perfect entry-level job, training provided
- Swimmers encouraged to volunteer for timing

JOB START TIME:

30 minutes prior to the start of the meet JOB END TIME: end of the session

DESCRIPTION:

Usually, we use fully automatic timing (touchpads), the timer is the “back-up” to that system. This position is needed especially as young swimmers tend not to touch the wall pads hard enough to stop the clock. If an error occurs, the stopwatch times are used in calculating the official time.

Almost always, two timers are assigned per lane. One of the pair is responsible for recording the watch times on a clipboard.

PRIOR TO START OF SESSION:

- 1) Arrive in time to attend Timer’s meeting, which is held 30 minutes before the meet starts. The Head Referee and Head Timer will explain your responsibilities and expectations.
- 2) Check in with the Head Timer for lane assignments and to meet your timing partner for the session.
- 3) Practice with stopwatch to make sure the watch is working.

DURING THE MEET:

- 1) Before each heat, ask the next swimmer their name as they are lining up, especially little ones who are unsure of the heat and lanes at times. Verify that the swimmer is in the correct lane and heat.
- 2) Start and stop watch at each race of the meet. Record the time on the heat sheets provided.
- 3) If your watch malfunctions or if you have any questions or need a relief timer, please put hand up and Head Timer will assist you.
- 4) Please remain as still and quiet as possible at start of races and allow space for swimmers to properly do their warm up routine before their race. Minimal interaction with swimmers after checking their names.

- 5) Sometimes the heats are very quick and you may need to reset quickly, so simply remember time and write down after the next heat starts.
- 6) In addition to stopping the watch when the swimmer touches the wall, you will need to press the plungers as well to get a time for each heat. Please make sure the plungers are neatly and gently placed around block between heats to avoid breakage.
- 7) Please keep an eye on how many laps the swimmer has completed so you know when to stop the timer – especially for distance – as sometimes the counters are not correct.
- 8) Do NOT make up a time or simply write the time from the board if you missed it. It is better to be honest and write NT on the sheet.

Please refrain from using your cell phone while timing.

ENJOY THE FRONT ROW SEATS!