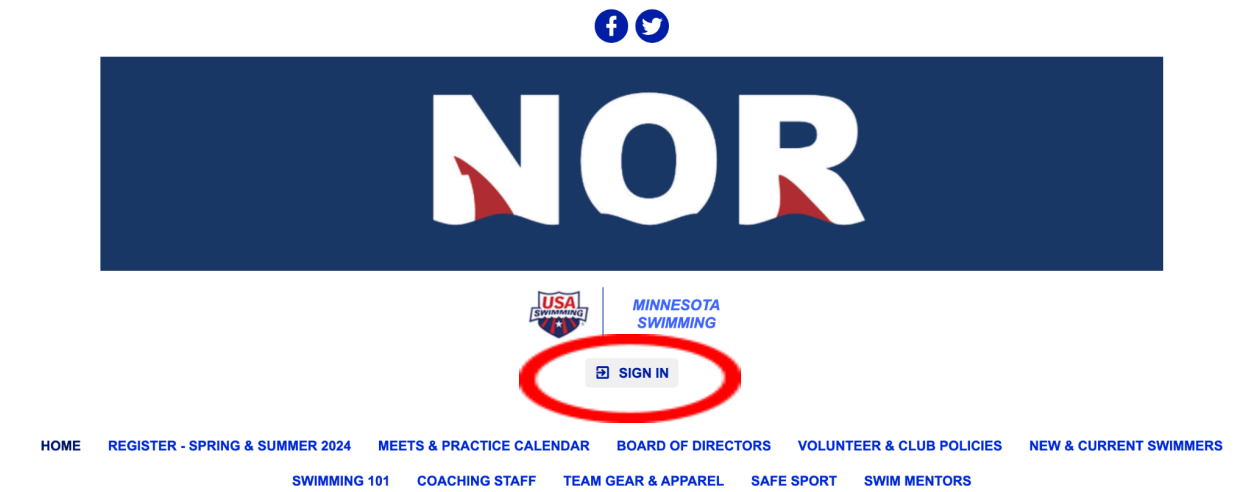
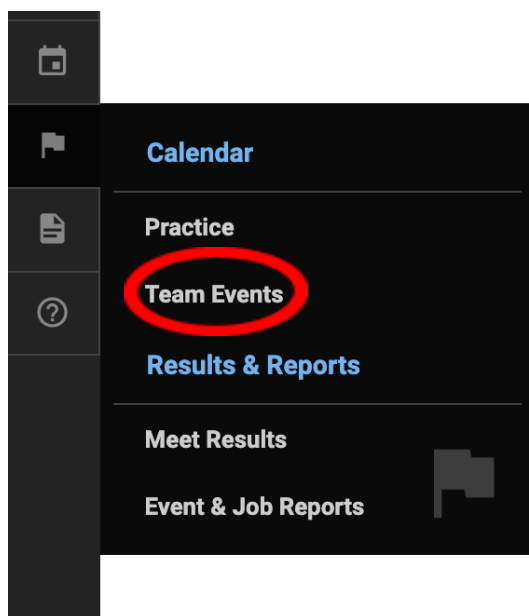


# How to Sign-Up to Volunteer at Hosted Swim Meets

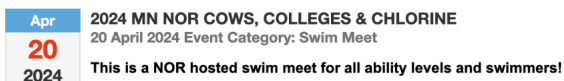
1. Go to [www.northfieldswimclub.org](http://www.northfieldswimclub.org) and “SIGN IN”



2. On the right side menu go to the flag icon & click on “Team Events”



3. Find the hosted swim meet and then click on the Green “Job Signup”



#### 4. Check the box of the volunteer position you want & then click “Signup.”

- Most meets will have multiple sessions. Most families choose to volunteer during the session their swimmer will be swimming. If you volunteer in a position that is not on the pool deck, like concessions, you can definitely take a brief break from your position to watch your kid swim.

**Timer, Head**  
The Head Timer requires no special skills. You will start an extra watch for each race, in case a timer misses the start or their watch does not work. You will provide bathroom breaks for timers.

**Timing System (Colorado)**  
Run the Colorado Timing System. Looking for 1 with experience and 1 wanting to learn.

04/20/2024 07:30:00 AM - 04/20/2024 11:30:00 AM (4.00 Hrs.)  
☒ 1  
04/20/2024 11:30:00 AM - 04/20/2024 03:30:00 PM (4.00 Hrs.)  
☐ 1  
04/20/2024 03:30:00 PM - 04/20/2024 06:30:00 PM (3.00 Hrs.)  
☐ 1  
04/20/2024 07:30:00 AM - 04/20/2024 11:30:00 AM (4.00 Hrs.)  
☐ 2  
04/20/2024 11:30:00 AM - 04/20/2024 03:30:00 PM (4.00 Hrs.)  
☐ 1  
04/20/2024 03:30:00 PM - 04/20/2024 06:30:00 PM (3.00 Hrs.)  
☐ 2

#### 5. A window will pop-up, prompting you to supply your volunteer’s information. Enter the name of the person who will be volunteering. Click “Signup.”

- If you don’t know who will volunteer, enter who may volunteer or leave this box empty.

**Please Supply Your Volunteer's Information**

Please provide any additional contact information for the person who will actually be doing the work.

Optional Contact Info:

**You are now signed up to volunteer!**

## Important Notes

- The times listed for each shift are approximate.** We will know more precise times after all the entries are in for all the swimmers. Before we have all the entries the only things we know for sure are:
  - The start time for the FIRST session of the day - Generally the morning session OR the Friday evening session, if there is a Friday evening session.
  - Sessions will NOT be longer than 4 hours - MN Swimming has a firm 4 hour cap on the length of swim meet sessions.
  - There must be a break between sessions for swimmers in the next session to warm-up.
- When you sign up you’ll see descriptions for each position. The vast majority of the volunteer positions require ZERO previous experience.** You could be an alien arriving from Mars, who doesn’t know what swimming is and we will provide all the instruction needed to be successful.