

Parent Swim Meet Work Obligations: Job Descriptions

Welcome to DV Water Moccasins Swim Team! For returning families, what follows is a review of the different jobs available at a meet. For our new families, we hope this will help you both select your work assignments and help you understand your responsibilities.

The most important thought to keep in mind is that every job is important. The most important job is yours. Each job ties together and all jobs must be done well to ensure a successful meet. We will need to fill all positions for both the Boys and the Girls meets.

Head Timer: *Responsible for the coordination of all timers. The head timer assigns lanes and hands out all timing devices and clipboards. Head timer shall make sure all stopwatches are working properly, train any new timers and collect all stopwatches and clipboards at the end of the meet.*

Timer: *As a timer you are responsible for timing each swimmer in a given lane. In a dual meet, each lane has 2 timers one from each team. All timers work under the direction of the head timer. Both timers in each lane will be given a stopwatch, one timer will also be in charge of the plunger and the other will write down the times.*

Runner: *The home team also supplies a runner who collects the time sheets from each timer and takes them to the scorer.*

Scorer: *Takes the time slips and DQs from the runner and judge and enters them into the computer. Makes any changes to the meet before the start. Requires training on the software.*

Head Deck Parents: *Responsible for the coordination and training of all deck parents. He/she will hand out attendance sheets and programs and check in with Head Coach on attendance of each group.*

Deck Parents: *There can be more than one deck parent for each age group and gender. Each deck parent takes attendance and reports to the head deck parent of any no shows. Each deck parent is responsible for collecting their swimmer for an event and makes sure that each swimmer is in the correct lane and order. In the case of relays they must ensure that the correct swimmers are on the correct end of the pool and in the correct order.*

Official/Starter: All Official/starters will require special stroke and turn training through the PIAA, attention to detail and the ability to be impartial. This judge will watch the swimmers strokes and turns and DQ any swimmer that does not execute them correctly. The judge/starter is responsible for installation and testing of the starting system before the meet. The starter must verify all swimmers have finished the race and times are recorded. Next, the starter announces the next event and calls the swimmers to the block. Lastly, the starter must know that all swimmers are in the starting stance and sound the start. *For further info please see below

Announcer: Announces the start of the meet, each event and other important announcements over the microphone so that spectators can hear them.

Scoreboard: Runs the computer that is hooked up to the scoreboard.

Bathroom/Hall monitor: This volunteer will make rounds through the lockerroom and hallways at home and away meets to ensure all swimmers are on deck and accounted for. They will also monitor who is in and out of the bathroom during meets.

Concession:

Head concession: Directs set up and clean up of concession. Handles the cash box (collects and gives change). Keeps tally of sold items and takes inventory of items needed.

Concession volunteers: Assist in the set up & clean up of concession, prepare food and drinks, apply tattoos.

Donations:

Bake, prepare or donate items to be sold at our home meets. Ex. Cookies, brownies, pasta salad, etc...

Photographer: Will be allowed on deck during meets to take photos for our website, Facebook page and end of the year DVD.

*If interested in becoming a PIAA Starter/Official go to <https://www.piaa.org/sports/swimming/>

There is a test that you must pass it includes diving (HS 1 Meter board), you must pass with 80%. You will need to be part of PIAA and pay for dues and fees and keep current with meetings held in Scranton, PA during the Winter swim season. You will supply your own uniform in the PIAA style as stated by the

organization. You will also need to work for HS swim meets as well as DVWM or other Age Group teams, as stated by the PIAA. These are paid and the fees are set by the school board or the swim team that is responsible for hiring a PIAA official.