

Meet Marshal Job Description

Meet Marshals are required for every meet and time trial. For a regular one-pool timed finals meet, two (2) Meet Marshals need to be on the pool deck from the start of warm-ups to the conclusion of each session or time trial. A minimum of four (4) Meet Marshals need to be on deck for a prelim/final meet, or a meet running two pools consecutively. At least one female and one male Meet Marshal is required for each session, as periodic bathroom and locker room checks need to be performed.

Requirements:

1. 18 years of age.
2. Have completed [Meet Marshal Training Guide and Online Test](#) and submit completion to the Director of Operations.
3. Wear the orange Meet Marshal vest while on duty.
4. Be on the pool deck from the beginning of warm-ups until the conclusion of the session.

Role:

1. Enforce warm-up procedures.
2. Maintain order in the venue to ensure safety.
3. Warn or order to cease and desist any unsafe activities in the swimming venue.
4. With the concurrence of the Meet Referee, remove, or have removed from the swimming venue anyone behaving in an unsafe manner or using profane or abusive language, or whose actions are disrupting the orderly conduct of the meet.
5. Check athlete locker rooms for safety and compliance with the Minor Athlete Abuse Prevention Policy 2.0. This includes no use of cameras, no non-authorized individuals present, no one-on-one interactions between Adult Participants and minor athletes, Adult Participants are not showing with or in an impermissible state of undress around minor athletes, etc.)
6. Monitor use of cameras, cell phones, or recording devices when athletes are in a starting position or exiting the water. Use of any device is prohibited behind the blocks unless the person has the specific permission of the Meet Referee.
7. Good sportsmanship is expected at all times. Stop bullying or taunting behavior immediately and inform the Meet Director or Meet Referee.

Remember:

1. Go to the Meet Referee with any questions and keep the Meet Referee informed.
2. Be Friendly, But Firm.
3. You may be asked questions about places of local interest, so be prepared with some favorite restaurant suggestions or outings such as the Topeka Zoo, the Kay McFarland Japanese Garden, Gage Park, Evergy Plaza, etc.