

STAR Meet Volunteer Job Description

Deck Marshall

- Multiple volunteers to maintain a safe environment in the pool area
- Number of marshalls varies based on size and type of meet

JOB START TIME: 15 minutes prior to start of warm-up

JOB END TIME: end of session, once all swimmers have left the pool area

DESCRIPTION:

1) Please arrive on time as your job ensures safety on pool deck. Marshalls must be in position prior to the start of warm-up.

2) Put on a Marshall vest, found in meet cabinet, green Rubbermaid tub.

4) Please make sure all kids are safe on deck and report any serious SAFESPORT infractions to a meet official or our Coach T.J.

5) During warm-up, marshalls should position themselves at the corners of the pool.

- Enforce that swimmers should be entering the pool feet first only until start lanes are open.
- Upon their signal, assist Officials in clearing lanes for sprints and starts and also clearing the pool to start the meet

6) When meet begins, marshalls should be stationed:

- Behind the starter & referee to ensure that no swimmers are walking during the start of each heat – you may do this by putting arms out to block traffic when the whistle is blown.
- In the small pool area if used
- Walking the deck to monitor athlete safety

7) Prevent any running, horseplay or other dangerous activities for entire deck space.

8) Contact lifeguard in the event of an accident.

9) Remain at post until the last swimmers have left the pool at the end of the session.

Meet Marshal's Guidelines

- **Arrive 15 minutes prior to warm-up to:**
 - Sign in and meet with the Meet Referee
 - Get assignment and any identifying attire
 - Pick up radio and receive assigned radio channel
- **Locate the first aid station and identify who is responsible for providing first aid at the meet:**
 - First Aid kit, spinal backboard, rescue equipment, AED (Automated External Defibrillator)
 - The Emergency Action Plan (EAP) including phone numbers, protocol for getting help, and person on deck who is responsible for activating the EAP. (If there isn't one, discuss with the Meet Referee.)
- **Be in assigned position at the start of the meet warm-up. Provide a safe warm-up/down environment:**
 - No forward or backstroke starts except in controlled one way sprint lanes at the designated time. At all other times feet first entry using the same end of the pool.
 - No training equipment use.
 - No congregating in lanes. Circle swimming only.
 - Report too many swimmers in a lane to Meet Referee.
 - Monitor warm-up/down area throughout the meet.



(continued over)

Meet Marshal's Guidelines (continued)

- **Monitor all meet areas:**
 - Marshalls must always be monitoring the warm-down pool
 - Periodically walk through halls, lobbies, spectator areas and other parts of the facility where swimmers may be present.
 - Respectfully request to see credentials from any adult on deck. Report any suspicious or resistant adults to the Meet Referee.
- **Monitor locker rooms and changing areas:**
 - Check with Meet Director regarding any special instructions or facility policies.
 - Confirm placement of signs stating who may and may not utilize the locker rooms.
 - Familiarize yourself with the location of non-swimmer restrooms if applicable.
 - Collaborate with other marshalls/pool staff to conduct two-adult periodic walk-throughs of same-gender locker rooms. Document each walk-through as specified by Meet Director.
 - Check for use of prohibited recording devices including cell phones.
 - Check for unauthorized adults. Encourage swimmers not to congregate.
- **Report unsafe areas to Meet Referee:**
 - Electrical hazards, fall hazards like slippery decks, ropes, hoses, cords, use of glass on deck, blood on deck, or anything you consider to be dangerous.
- Don't leave your post without the Meet Referee's approval. Remember, safety is your primary concern. Be polite but firm to ensure a safe environment for all.

