

STAR Meet Volunteer Job Description

Scratch Table (prelims-finals meets only)

→ Adult volunteer, seated position on deck

JOB START TIME: start of the meet

JOB END TIME: 30 minutes after the last race finishes, no sooner

DESCRIPTION:

- 1) At the conclusion of a prelims event, the results are listed and this will be brought out to the scratch table. The scratch table volunteer will need to announce the results as follows: (team names can be omitted to shorten announcement)
 - “Preliminary results for Event 22, Mens 200 yard backstroke: second alternate [name, team]; first alternate [name, team]”
 - If there are consolation finals: “Consolation [or “B”, “C”, etc.] finalists: [name, team]; [name, team], [name, team] and [name, team].” These should be read from the bottom to the top.
 - “Championship Finalists: [name, team]; [name, team],” [up through 2nd place]
 - “And qualifying first with a time of _____, [name, team].”
 - “The time is now _____, Finalists, you have 30 minutes to scratch or declare your intent to scratch.” **VERY IMPORTANT:** announce official meet time of day and record at top right on your results sheet.
- 2) Coaches have 30 minutes from the time the results are announced to scratch their swimmers from swimming that event in Finals.
- 3) A COACH MUST BE THE ONE TO SCRATCH A SWIMMER!!! When a coach comes to the scratch table, highlight the name of the swimmer and have the coach initial next to the line highlighted.
- 4) A coach may come to do an “Intent to Scratch”. This happens when the coach may want to scratch an athlete but would like to wait until they swim in their next event. The coach should tell you the event they are waiting on. On the results sheet please write “intent to scratch” and the event # they are waiting on. Instruct the coach that they must come back at the conclusion of the event they are waiting on or the swimmer will NOT be scratched.
- 5) When the 30 minute time limit ends, please bring the event scratch sheet into the greenhouse and hand to the computer operator. If there are any “Intend to Scratch”, please bring this to the attention of the computer operator.
- 6) Once the event has been seeded for finals, the computer operator will hand you a copy of the seeded event to hang for coaches and athletes to see.
- 7) Please do not leave the scratch table unattended. The table must remain open for 30 minutes after the conclusion of the final race.