**Swim Team Volunteer Position Descriptions**

**Most positions allow for you to walk away briefly in order to watch your swimmer in their heat. The meet is divided into three shifts, each shift lasts approximately 90 minutes.**

**Clerk of Course:** The Clerk of Course is the heart of the swim meet. This group gets the swimmers lined up for their heats/races and gets them to the right place at the right time. Easy job overall and is a bit flexible if you need to walk away for some reason for a few minutes.

**Timer:** This position is where all the action is. You will work along side two other Timers and the Recorder, timing the swimmers as they finish their heat. You stand at the edge of the pool, timing the heats/races during your assigned shift. Don’t let this scare you - this job is fun, goes quickly and is one of the first volunteer positions to fill up. Also, you WILL get wet, especially your feet, so plan accordingly.

**Recorder:** The Recorder either sits or stands behind the three Timers, at the end of each pool lane. At the end of each heat the Timers will turn to you, so you can record the swimmers time on the time card. You will also verify with the swimmer as they exit the pool, that they are the one you are holding the card for.

**Runner:** As the name suggests, you are going to be running back and forth. At the end of each heat/race, one Runner will go along the lanes and collect the swimmers time cards from the Recorder. Other Runners will help shuttle swimmers from end of the pool to the other.

**Scorer/Verifier:** For this position, you will be sitting, and under a cover of some sort...in most cases. Once a heat is finished, the Runner brings the swimmers’ time cards to the Scoring Table. Here the Scorers and Verifiers work together to figure out the official time for each heat/swimmer (Scorer) and then the Verifier confirms the times.

**Computers:** After the Scorer/Verifiers are done doing their job, the swimmers’ time cards are then given to the Computers position. This job requires you to enter, or assist with entering, the swimmers’ times into the computer. You will be seated, under cover the entire time.

**Ribbon Writer:** This is as easy as it comes and a great position for those with younger kids. You will sit at a table with other Ribbon Writers, usually under cover. After each Event has been entered into the computer, labels will be printed. You will then place these labels onto the ribbons.

**Heat Ribbons:** You will stand and watch every heat in your shift to see who wins each heat. You then make your way to that swimmer and hand them their heat ribbon. This is especially rewarding with the younger swimmers who love winning heat winner ribbons. You share this with someone from the other team.

**Concessions (Home Meets Only):** You will work at the Concession stand, taking orders and making change. You will be on your feet the entire time, almost always in the shade. Older swimmers (teenagers) are also able to help as well.

**Deck Marshal**: This person will stand at the entrance to Clerk of Course and make sure the only people coming and going are Coaches, Officials, Volunteers, or Swimmers who are scheduled to swim in the current or upcoming event.

**Stroke and Turn Official:** As a Stroke and Turn Official**,** you will observe two lanes of swimmers to ensure that the swimmers’ strokes are in compliance with the proper technique as outlined in the USA Swimming rulebook. This position requires you to take a class - class dates posted on the website. Please contact Jeremy Tishler at [Jeremy.tishler@teambrookside.com](mailto:Jeremy.tishler@teambrookside.com) if you are interested in becoming a Stroke and Turn Official.

**Referee:** The Referee signals the pending start of each heat with a series of whistles and verifies all stroke and turn disqualifications.This position requires you to take a class - class dates posted on the website. Please contact Jeremy Tishler at [Jeremy.tishler@teambrookside.com](mailto:Jeremy.tishler@teambrookside.com) if you are interested in becoming a Referee.