

Volunteer Opportunities & Aquatics Committee

It takes an immense amount of volunteer work to pull off a swim season. THANK YOU to all the parents who volunteer to ensure a smooth season. From computer ops to ready bench to meet setup and takedown, it takes a mighty Penguin village to run a swim meet. There are plenty of other important jobs as well, including party planning and fundraising. Keep reading to learn more.

Planning for a Penguin season is a year-round gig – as soon as the season ends, planning for the next season begins – and that's the job of the Aquatics Committee. Massive thanks to the dedicated parents who serve on the Aquatics Committee, as well as Club Manager Megan Boss who keeps everything running smoothly. Committee members also serve as volunteer leads, so find them, ask them questions, and sign up for a new job. Succession planning is an ongoing effort, so consider how you might step into a leadership role in the future.

2024 Aquatics Committee members

Aquatics Committee Chair	Niki Woodard
Vice Chair for Swim Meets (Operations)	Nathan Barankin
Vice Chair for Swim Meets (Systems)	Kevin Yamamura
Vice Chair for Swim Meets (Hospitality/Set-Up)	Heather Djuric
Vice Chair for Social Events and Fundraising	Heather Djuric
Vice Chair for Volunteers and Communications	Alicia Irvin
Vice Chair for League Representation (SSL Rep)	Brian Moore
Vice Chair for Coaching	Misha Lindsey
Special Member	Megan Boss (Club Manager)
Special Member	Janet Riggs (Aquatics Director)

Committee meetings are open for anyone to attend. If you're interested in checking out a meeting, please join us on the second Tuesday of the month at 7pm (confirm schedule with the front office; occasional scheduling shifts do occur).

Volunteer Descriptions

Non-swim meet specific activities:

- **Fundraising:** Join a team of parents committed to raising funds for the team.
- **Age Group Parties:** End-of-Season parties need plenty of parent participation to set up, tear down, and supervise the fun!
- **Pre-Champs Pasta Night:** Always a big night of fun and carb-loading – requiring a lot of help to set up, serve, entertain, and take down.
- **Post-Champs Awards Night:** The grand finale of the season – once again, lots of assistance is needed to help to set up, serve, entertain, and take down.

Swim meet duties:

- **Timers:** Each lane is staffed by three timers, with no more than two timers from a team in any given lane, who record the finishing time for the swimmer(s) in their lane.
- **Hospitality:** The hospitality committee provides refreshments to coaches and meet officials at home meets.
- **Ready Bench Parents:** Parents working the ready bench meet with the ready bench Manager 30 minutes prior to the start of the meet; help set up the ready bench area; assist swimmers to their seats according to their race, heat, and lane assignments; escort swimmers to their lanes for individual events as well as relays. Ready bench includes only the 6 & Unders, 7-8, and 9-10 age groups.
- **Parking Assistants** (home meets and events): Assistants help set up parking cones and signage and help direct traffic (cars and foot) into the club. The club uses the local junior high for parking.
- **Equipment Setup/Takedown** (Colorado and Sound): The Colorado timing system is setup for each home meet. This entails running plunger and scoreboard wires around the pool. The Sound System is setup for home meets and parties – this entails setting up speakers and connecting amp and speakers.
- **Colorado Ops:** Running the Colorado system is a bit like being an anesthesiologist – 95% boredom and 5% panic. Seriously, working with several other dedicated, attentive and fun individuals, one has the best seat in the house for all the most exciting races, along with all those heats of 6 & Unders. Just push a button to record the times of the race and don't forget to reset before those pesky starters get the next swimmers in the water. Watch your kids' swims and have a fabulous time yourself!
- **End of Meet Tear Down/Cleanup:** Every family is obligated to help in the home meet cleanup and teardown. Every family must clean up the swim area. Each home meet will have a different group of parents responsible for tent and chair removal. This will be based on first initial of last name (last name of hyphenated name).
- **Ready Bench:** Swimmers are organized in the ready area prior to going to the start area. Each team is responsible for organizing swimmers by event, heat, and lane. The ready bench Manager is given a list of the events, swimmers, heat numbers, and lane

assignments at each meet and is responsible for helping swimmers be ready for their races. Ready bench parents help move the swimmer from the bench to the starting area.

- **Runners:** These parents help move the latest info from the ready bench to the computer ops and elsewhere.
- **Ribbon Writers:** Each team provides ribbon writers for each meet. The writers are responsible for applying the correct labels to the ribbons and maintaining the ribbons until the end of the meet. Completed ribbons are placed in a file for each swimmer and can be picked up periodically throughout the meet.
- **BBQ:** The Aquatics Program makes money on the grill lunch offered during home meets.
- **Apparel Sales:** We've got lots of great clothing this year. Parents are needed to take orders and sell apparel during the first several meets.
- **Photographers:** If you've got an artistic eye and a good camera, we need you to help take shots during the swim meets and other Penguin activities for the season-ending picture show.

Some swim- meet duties require special training and are selected before the start of the season. We are always looking for people to learn the ropes for future seasons.

Specialized swim meet duties:

- **Meet Referee:** The Meet Referee has overall responsibility for the meet proceedings and acts as the final decision-maker in disputes over placement, disqualifications, or other procedural problems that may arise during a meet.
- **Clerk of the Course:** The Clerk of the Course is responsible for seeing that all swimmers are in their properly assigned heat and lane and then signals the starter when the race is ready to begin.
- **Parent Participation Coordinator:** The PP Coordinator ensures there is a parent leader for each job during the regular season. If you have any questions about the various jobs which need filling, do not hesitate to contact the Volunteer Coordinator who will assist you in finding a job in which you are interested in performing.
- **Announcer:** The home team provides an announcer whose job it is to call the order of events (i.e., announce each event-by-event number and description), and to inform swimmers when to report to the ready bench. The announcer will make miscellaneous announcements, as needed, during the meet and must have a sexy voice.
- **Starter:** The starter is responsible for starting all races for a home meet. A Colorado electronic starting system is used, which sounds a tone and emits a flash of light to indicate the start of a race.
- **Stroke and Turn Judges:** Each team provides stroke and turn judges for each meet. They look for proper stroke technique, turns, and finishes. The stroke and turn judges must attend a stroke and turn clinic and have a reasonable knowledge of swim strokes.
- **Computer/Scorers:** The scorers operate the meet computer and enter results of all races. They verify and record the swimmers' times for each completed race. The scorers also maintain team records, assist the coaches in preparing for each meet, and transmit and receive lane assignments and seedings from the opposing clubs.

And if you are feeling really committed and want to shape the coming season, you can look to join:

- **Aquatics Committee:** The Aquatics Committee serves as a contact between the parents, coaches, and the Suburban Swim League. They oversee the operations of the team to ensure the season runs smoothly and make sure the team has what it needs.
- **Suburban Swim League Representative:** Each team in the Suburban Swim League (SSL) has one representative who acts as a liaison between the SSL and the team. He/she represents the team in discussions of SSL rules and the coordination of dual meets and Champs. All questions regarding eligibility and other SSL rules should be directed to the SSL Representative or the Aquatics Committee Chair.

Most importantly, you are always welcome to offer impromptu assistance before, during, and after all Penguin events! Get involved, it's FUN!