

Volunteer Sign-up Example



Click on JOB SIGNUP to go to the Volunteer Sign-up page.
This is located on the event page and on the event list on the
front page of the team website – www.goCUKES.com.

Volunteer Sign-up Example

How to signup Event jobs:

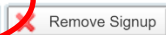
Step 1: Find the empty slots shown as "-----".

Step 2: Click on the checkbox in front of the empty slot that you want to sign up for.

Step 3: Select [Signup] button to signup for the slots that you selected.

Note: If your Account name is printed right after the checkbox, you've signed up for that job. You do NOT have to "Signup" again. You, however, can use the "Remove Signup" but to remove the signup if you no longer want to work on that job.

If someone else's name is printed, that job slot is not available for you to sign up (this is a first-come-first-serve system). You can only sign up for the empty slots shown as "-----".

 Signup  Remove Signup

Job Name/Notes

Clerk of Course - 12 & under
12 & under session

Time Periods Signup

10/22/2022 12:00:00 PM - 10/22/2022 04:00:00 PM(4.00 Hrs.)
1 ☐ -----
2 ☐ -----
10/23/2022 12:00:00 PM - 10/23/2022 04:00:00 PM(4.00 Hrs.)
1 ☒ -----
2 ☐ -----

Click on "Signup" to confirm your job selection.

Select which volunteer position you would like to work and make sure it is the correct day / session.

Volunteer Job Descriptions

TIMERS – Lane Timers, Head Timers and Relief Timers

Without timers we cannot run the meet. We need 2 timers per lane for each session. Timers must check in at volunteer check in table (in lobby) and report 15 minutes prior to the session start time for a timer meeting. They run a stopwatch for each race and record the time for the entire session. We also have one/two head timers per session. They run 2 watches in the event a lane timer misses the start of a race. You must stay for the entire session or until the beginning of a parent – timed race. We also need relief timers to provide breaks and time as needed. **Timers are required and will be assigned as needed.** We will only assign you to time during a session that your child is swimming and we try to accommodate all requests. Also timing is a great way for students to get volunteer hours!!! Training is available on pool deck prior to each meet session. It is the BEST SEAT in the HOUSE!!!!!!

CLERK of COURSE

Clerk of Course volunteers need to arrive when your swimmer is scheduled to arrive. You will work the full session (including warm-ups), unless coordinated with other Clerk of Course volunteers. You will check in Coaches and verify certification and provide heat sheets. You will post heat sheets for the session (at least 4 locations / 2 per side). You will prepare the timer clipboards. You will work with the computer stand volunteers to get times as needed. They make copies as needed, monitor scratches and positive check-ins, and handle deck entries and time trials. The Clerk of Course table is set up near the computer table.

You will only be assigned to the session that your child is swimming. You will get to see your child swim!

SAFETY MARSHAL

Safety Marshal volunteers need to arrive when your swimmer is scheduled to arrive. You will get your vest at the check-in table. You will work the full session (including warm-ups). We have 3 Safety Marshal locations – 1 at each lifeguard stand (scoreboard end / starting blocks side) and 1 by the small pool near pool. You will make sure that only swimmers, coaches, officials and volunteers are in designated areas on pool deck. Marshals will make sure the warm-up / warm-down pool is for swimming not socializing. You will also ensure that there are no issues on pool deck. We must have 1 of each gender working per session.

You will only be assigned to the session that your child is swimming. You will get to see your child swim.

Volunteer Job Descriptions

CONCESSIONS

Concessions is located on pool deck. Our volunteers commit to the session or sessions in which you have a child swimming. **This includes warm-ups.** We need friendly faces willing to sell at the concession table. Volunteers also find themselves restocking the tables and drink coolers as needed. You will make sure that cash box is not left unattended and ensure that it is given to Coach Heather or Coach Dan at the end of the day. Parents who work the last session of a meet will help with clean up and the packing up of materials. This happens within the time frame of the meet. We try to not stay late. There is a small group of parents involved in setting up concessions a day prior to meets. We arrange this to take place during practice times.

Concession volunteers work together to help each other to see their child's events.

If you are interested in more information, please contact Amy Penny (amybpenny@bellsouth.net), our Concessions Coordinator.

HOSPITALITY

The YSSC Hospitality team sets up the meals and snacks for the Officials and Coaches at our meets. The hospitality coordinator plans the menu about 2 weeks ahead and sends this out to the Hospitality team. We provide items that are catered and will need to be picked up and homemade items as well. We set-up for the meet usually the day before the meet starts. If you are in the AM you get ready for lunch and make sure everything is ready to go on time. If you are in the PM you do the same for the next day's breakfast. After the officials and coaches are done with eating we clean up, do dishes and get ready for the next session. Sunday afternoon we clean up and put everything in the closet for the next meet.

You will work the session that your kid swims. We always make sure we see our kids swim!!!

If you have any questions, please contact (Katie Brooks and Nicole Bengard - our Hospitality Coordinators

VOLUNTEER CHECK-IN TABLE

Check-In Table volunteers need to arrive 5 minutes prior to when swimmers are scheduled to arrive. You will check-in all volunteers and aid in filling in any open spots. You will work until all volunteers have been checked in. (You may stay at the table during the session if you prefer.) You will take volunteer check in sheet for that session to the Clerk of Course table prior to the timer meeting. You will only volunteer when your child swims and you will have the flexibility to see their events.

Volunteer Job Descriptions

LINE UP ASSISTANT

This position is only for the 12 & under session. The line-up assistant helps swimmers prepare and get to the diving blocks before their event. They will have a heat sheet (obtain from clerk of course) to assist any swimmers needing to know their event / heat / lane as needed. This helper is mainly for green and red groupers who are new to year round swimming. If you have any questions, please contact Coach Wendy (Wviney@spartanburgymca.org)

OFFICIALS

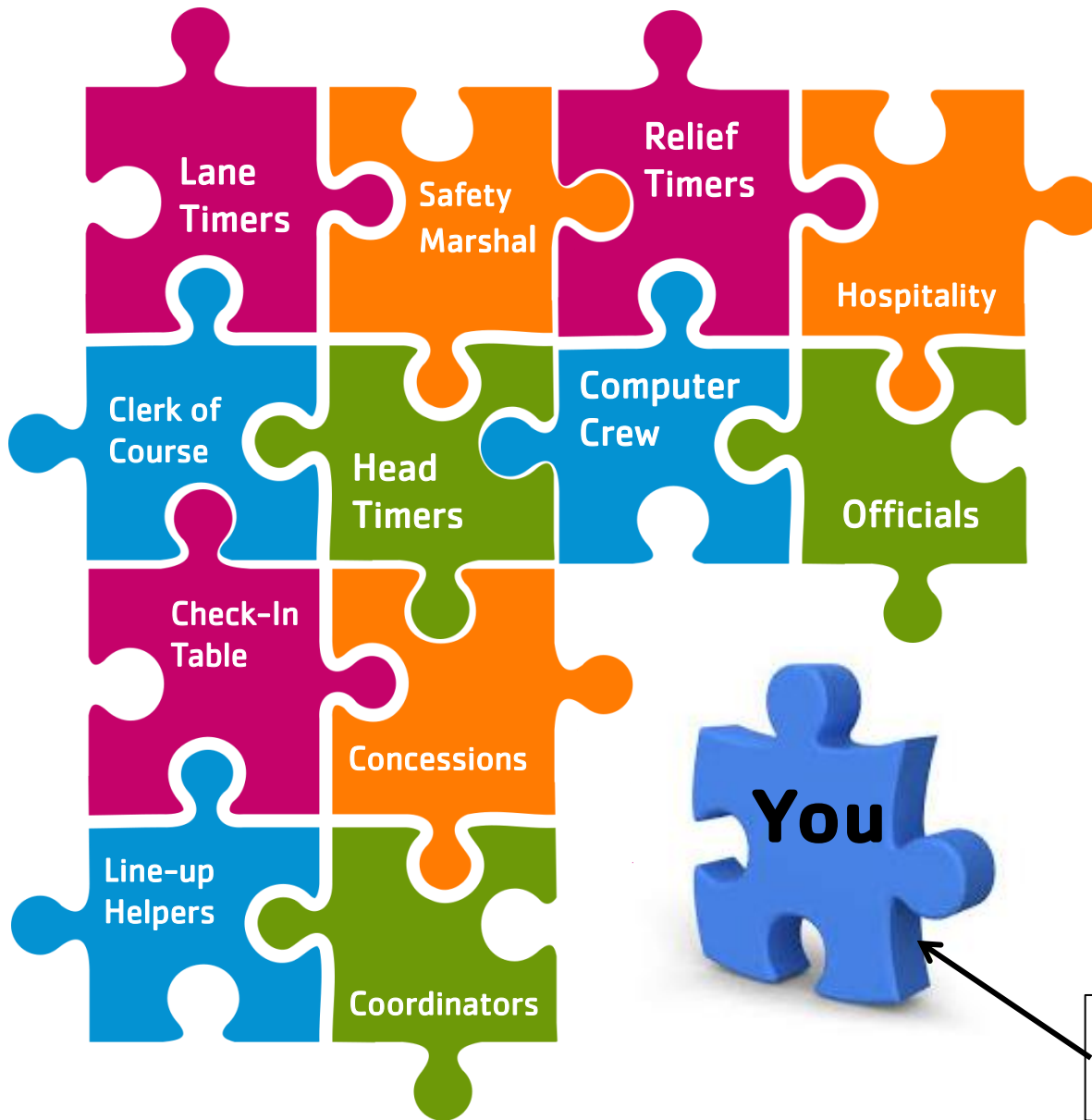
Officiating requires additional outside training. We will run several training sessions throughout the season. New officials start as stroke and turn judges, who observe the races to confirm that the swimmer is swimming each stroke legally. Officials work for an entire session.

So, if you have done stroke and turn over the summer and are interested in becoming SC Swimming certified, please sign up. If you have any questions, please contact Chris Penny (Ninerpennies01@gmail.com). We will announce when the training sessions will be once they are scheduled.

COMPUTER

The Computer Volunteers handle everything that relates to timing including, but not limited to, the timing board, computer, and console as well as setting up the meets, ensuring swimmer's times are entered correctly, and Meet Mobile is functioning properly. Training is included and you may decide to become certified as an Administrative Official but that's not a requirement.

If you like computers and volunteering "behind the scenes" this job may be for you. It can be stressful at times so the ability to be patient is key. If you have any questions, contact Mike Jann (palmettoprotiming@gmail.com).



Did you know that each session of a meet requires at least 50 volunteers?

You

We can't host our meets without our **VOLUNTEERS!**