



# Volunteer Roles

The team always needs volunteers for team-hosted meets and sometimes for travel meets. All families are required to volunteer for at least three swim meet sessions. Volunteers can be family members and friends. Volunteering also allows you to be on deck with your swimmer. A link to volunteer will be listed under each meet on the website.

**Announcer** – The announcer uses a microphone to announce each event in the pool area, make general announcements, and at Championship meets, announce lists of finalists.

**Board of Directors** – Board of Directors roles include President, Treasurer, Secretary, Safe Sport Coordinator, and general board members. Board positions are usually 2-year terms.

**Clerk of Course** – Volunteers manage the area at the meet where young swimmers report before their event. Volunteers help announce upcoming events in the team seating area, arrange swimmers into their heat and lane assignments, and escort arranged swimmers to the blocks.

**Committee Member** – The team has three committees, each overseen by a board member and a coach. Committees include the Swim Meet Committee, Hospitality Committee, and Fundraising Committee. Contact a Board Member if you are interested in being on a committee.

**Head Timer** – A volunteer that stands near the starter and starts two stopwatches at the beginning of each race. They will watch for lane timers to signal a watch malfunction by raising their hand.

**Hospitality** – Volunteers help feed the coaches and officials at a team-hosted swim meet and sometimes sell food to swimmers and spectators. Helping with hospitality can also include donating food, drinks, and paper goods before a swim meet.

**Marshal** – A volunteer whose responsibility is to enforce warm-up procedures and maintain order in the swimming venue. Safety in the swimming venue is their priority. The team needs 10 volunteers to be certified as Marshals. Training is available on the USA Swimming website [VSI Meet Marshal Training Guide](#). Parents can access the Meet Marshal Exam through the Education Course Catalog tab in their accounts on [www.usaswimming.org](http://www.usaswimming.org). Click on the browse button to see all of the available training and certifications and scroll thru to find the Meet Marshal Exam.



# Volunteer Roles

**Official** – Trained volunteers that ensure consistency in all the rules of USA Swimming at swim meets. Types of officials include Referees, Starters, Stroke & Turn Officials, and Administrative Officials. Officials are the volunteers around the pool during swim meets with white shirts on. Please email our head stroke and turn judge Doug McLaughlin at [dmclaughlin628@yahoo.com](mailto:dmclaughlin628@yahoo.com) if you are interested in being an official.

**Runner** – A volunteer that gathers timer sheets and DQ slips and takes them to the Administrative Officials or Referee at a swim meet.

**Set Up/Clean Up** – A volunteer that helps prepare the pool for a swim meet (set up) or return the pool area to normal after a swim meet (clean up). Set up usually includes a few hours before the meet starts and a few hours a day or two before the meet. Clean up occurs directly after the end of the meet.

**Timer** – A volunteer that operates a stopwatch to provide an accurate time for every swim. Timers also make sure the right swimmer is in the right event, heat, and lane.