



YMCA OF SNOHOMISH COUNTY BARRACUDAS

VOLUNTEER POSITIONS

- **Volunteer Coordinator:** Organize and recruit volunteers for swim meets, team events and social activities. Works with Team Administrator and branch parent rep.
- **Branch Parent Rep:** Welcomes new families, helps to organize branch activities and events. Works with Vol. Coordinator, Branch aquatics Director and Coach.
- **Announcer:** Welcomes and introduces teams, coaches, officials, calls events at meets. Should be familiar with meet protocols and comfortable with Public Speaking.
- **Awards:** Organize ribbons and supplies, Prints labels and adhere them to ribbons consistent with meet results. Sort for distribution to teams and branches.
- **Clerk of Course:** Clerical Position, responsible for overseeing meet administration and operations, advanced knowledge of swimming preferable. Assists with awards when needed.
- **Computer Operator:** Operates swim meet software (Hy-Tek Meet Manager). Must be trained.
- **Computer/Timing System Operator:** Assists both timing system and computer operators. Facilitates and organizes paperwork. Must be trained or training for either Operator position.
- **Timing System Operator:** Operates timing system in conjunction with Computer Operator. Must be trained.
- **Hospitality Chairperson:** Coordinates Hospitality workers, plans food and drinks for hospitality. Ensures enough for all volunteers and coaches. Works with Team Administrator and Volunteer Coordinator.
- **Hospitality Workers:** Ensures food and drinks are available on time and coaches and volunteers receive snacks and drinks throughout the meet.
- **Deck Marshall/Runner:** Enforces safety in the facility, including on deck and in locker rooms, posts results as they are released.
- **Event Tracker:** Tracks heat and event numbers to be displayed at the meet (Flip Chart).
- **Head Timer:** Experienced Timer, runs timers meeting, operates two stopwatches and provides backup coverage as needed.
- **Lane Timers:** Must attend timers meeting, responsible for operating stop watch and/or timing button and recording times on the timer sheet.
- **Meet Supervisor:** Sometimes combined with Clerk of the Course, responsible for ensuring meet runs efficiently and smoothly. Handles any coach, spectator or coach issues that arise during the meet.
- **Starter:** Must be trained and certified through Y-USA. Starts event after announcer calls, commands swimmers, begins races.
- **Referee/Stroke and Turn Officials:** Must be trained and certified through Y-USA. Observes starts, turns, strokes and finishes. Enforces rules of the sport
- **Stagger:** Organizes swimmers by event, heat and lane to ensure swimmers make it to their event on time and in an orderly fashion.