

Last Name: _____

Swimming Help!

Parents, we need **you!** In order to successfully run an expeditious meet, your participation during a meet is **MANDATORY!**

Parents' Full Names: _____

Home Phone Number: _____

Work Phone Number: _____

Cell Phone Number: _____

E mail address: _____

Parent or Guardian of : _____
(Include last name of swimmer if different)

Dates unavailable to work: _____

Harleysville Team Jobs

Important: Please check the job(s) you are willing to work or would like to know more about. We will use this sheet to assign jobs when there are vacancies in the work schedule!

All parents will need to help with B champs this season
(either prior to or during the meet)

_____ **B Champs Snack Stand Coordinator**

_____ **B Champs Committee heads**-sign-ups will be available at registration

These jobs are ongoing throughout the season and may take the place of your meet commitment; however, working the meets may be required if we can not fill the jobs necessary to run the meets effectively!

- _____ 1. **Bulletin Board** – Clean up the team bulletin board at the Harleysville pool for the upcoming year; arrange new items on a weekly basis along w/ photos after each meet.
- _____ 2. **Donut Sales** – Pick up donuts at a store (Landis) and sell once a week during practice.
- _____ 3. **Heat Winners Coordinator** – Purchase items to be distributed to the 1st place winner of each heat during home meets. **This is only done at home meets** (funds are available; items must be approved by board).

- _____ 4. **Photographer** – Take candid pictures of each swimmer throughout season. To be done at each meet. Photos will be used on bulletin board and for the year-end certificates. Photo memory cards need to be loaded on team computer in the office before leaving the pool daily
- _____ 5. **Photo Organizer and Certificates**- This person should work closely with the Photographer to prepare certificates for end of the season Splash Party; will be provided with roster by age group.
- _____ 6. **Splash Party Coordinator** – Work together with other volunteers to organize and plan the Splash Party at the end of the season (Funds allotted, final plans need board approval).
- _____ 7. ***Splash Party Help-** Help plan, organize, and work the Splash Party at the end of the season (Date will be announced mid season).
- _____ 9. **Time Improvements-** Assemble time improvement ribbons **the morning after a meet**. Attach label and lollipop to ribbons. (Information provided at team office)
- _____ 10. **Spirit Coordinator:** Organize and coordinate Spirit activities for selected meets throughout the season (i.e. poster making, hat day, theme nights, etc.).
- _____ 13. **Spirit Wear Coordinator:**
- _____ 14. **Invitational Coordinator:**

***Must also volunteer at 2 meets during the season**

Meet Jobs

You must volunteer for a minimum of 3 meets in addition to Championships!

- _____ 1. ****Timer:** This is the most popular meet job among both new and experienced swim parents. You use a stopwatch to time the swimmer in your assigned lane. There are typically three timers per lane, and the median of the times is used as the official time.
- _____ 2. ****Back-up Timer:** Time each race and be available to step into a particular lane if one of the timers misses the start.
- _____ 3. ****Runner:** Distribute cards to the timers before each event, after each race, the runner collects the times from the timers in each lane, along with finish sheet and takes them to the scoring table. You stay on the move throughout the meet, so it's great exercise.
- _____ 4. **Scoring Table:** Scorers from each team record the results following each race, and track the team scores. There can be some pressure at the table, and the job requires experience. The scorekeepers are critical to the success of the meet, and they are often the only ones who know which team is winning the meet. The league runs clinics to train new scoring table workers, and your team leaders will also **be very happy to show you the ropes and have you apprentice for this essential job.**
- _____ 5. **Head Score Keeper:** Puts placement results in order as they are received from the runners and solves any discrepancies between times and place judgments (balloting) experience necessary, however, we welcome new parents to shadow for this position.

_____ **6. **Newspaper:** Record place finishes at the scorers' table on forms provided to publication in The Souderton Independent and the Reporter. **This needs to be turned into the papers either by email or dropping off.**

_____ **7. Finish Judge:** These judges stand at the end of pool and observe the end of the race. They help decide the order in which the swimmers finished the event (i.e., who won). No technical knowledge of swimming is required, but it does require a keen ability to focus your attention for close races. **(Training or shadowing is recommended and happily provided)**

_____ **8. Relay Starts Judge:** These judges are available during relays. More eyes are needed during these events. Training is available. You may want to shadow this position if you are a new parent.

_____ **9. Stroke & Turn Judge:** These judges determine whether a swimmer touched the end of the pool during a turn and whether the technical aspects of the swimming stroke were legal. It requires knowledge of the US Swimming stroke regulations, and a willingness to fairly disqualify swimmers when appropriate. Those who are interested in this job usually "apprentice" with someone who has done it before. We provide a copy of the rules, and a master with whom you can apprentice. **There is also a training program available from the league.**

_____ **10. Computer:** This job is for someone who likes computers and is willing to put in a little extra time preparing reports for the coaches. This person also sits at the scorers' table and enters times of swimmers into "Team Manager" (program used to manage swimmers' times, etc.) This job requires a couple sessions of on-the-job training, which your team leaders **will be very happy to arrange.**

_____ **11. Starter/Referee:** This is the most technically demanding job. The Starter/Ref runs the events in the meet by ensuring that the swimmers start simultaneously and oversees all the other meet officials. This is a leadership position that requires experience and a take-charge personality. It is up to the Starter to keep the meet moving.

_____ **12. Announcer:** This is a great job for someone with a strong voice and an ability to correctly pronounce names. You announce the names of the swimmers in each event, and work with the Starter/Referee to keep the meet moving quickly and smoothly. Training is available for this job by the league.

_____ **13. **Ready Bench:** This person helps the coaches find the swimmers scheduled for upcoming events and get them **psyched up for their swim.**

_____ **14. **Snack Stand:** Work at the snack stand during a home meet.

_____ **15. **50/50:** This is a great way to meet everyone at the meet. This is another club fund raiser at home meets. You sell the lottery tickets at the start of diving until approximately 8 pm., and a drawing is held toward the end. The winner gets half of the money collected, and the team or a charity gets the other half.

****No Experience Necessary!**

Clean up after home meets will be assigned per age group.