

# CITY MEET JOBS

POOL	2007	2008
Blossomwood	Vendors/Set up	Pool monitor-Block Practice Publicity/Cards/order trophies
Byrd Spring	Timers-PM-Boys	Timers-SAT-Boys
Camelot	Timers –AM-Boys	Timers-SUN-Boys
Chapman	Timing Verification-Boys	Timing Verification-Boys
Greenwyche	Clerk of Course-Boys	Clerk of Course-Girls
Hampton Cove	Timers-AM-Girls	Clerk of Course-Boys
Jones Valley	Computer Operators/Deck Passes	Computer Workers/Deck Passes/Lane Timer Sheets
Lily Flagg	Heat Sheet Ads	Heat Sheet Ads
Monte Sano	Clerk of Course-Girls	Timers-SAT-Girls
Mountain Springs	T shirts and heat sheet sales	T shirts/ Heat Sheet Sales Hand out Coaches Packets
Piedmont	Timers-PM-Girls	Timers-SUN-Girls
Sharon Johnston	Ribbons	Ribbons
Sherwood	Concessions	Timing Verification-Girls
Valley Hill	Concessions	Concessions
Whitesburg	Timing Verification-Girls	Concessions
YMCA	Runners	Runners(all sessions)

## JOB DESCRIPTIONS

- **Ribbons**-call volunteers who sign up to do ribbons at city meet. Tell them when and where to meet to place labels on ribbons. One person from designated team will be the supervisor for this job. Also organize ribbons beforehand.
- **Timing Verification**-call the volunteers who sign up to do this job. This job includes placing the timing sheets in order by event with the printout from the timing system and passing it to the computer operator after each event.
- **Clerk of Course**- two people work as supervisors in each CoC from designated pool. Call the volunteers who sign up to work in respective CoC.
- **Timers**-provide at least 10 stopwatches for city meet. Call volunteers who sign up to be a timer for the pool and session your team has been assigned. Call head timers. Head timers need to be experienced as head timer.
- **T-shirt and Heat Sheet Sales**-call volunteers who sign up to sell t-shirts on Thursday during block practice and during all four sessions of the meet. Hand out coaches packs.
- **Pool Monitors**- Be at the pool on Thursday to supervise the teams as they hang signs. We need two people at all times and they can work in the same shifts as the T shirts workers.
- **Runners**-call volunteers who sign up to be runners during all four sessions. At least two per pool per session are needed. One will be the runner for times and officials, the other post results and run results to announcer.
- **Concessions**- This involves two pools. Jobs can be divided between the pools. Jobs include calling the Health Dept., purchasing food, ordering food, set up on Thursday, and work in shifts during meet. Concessions will be open by the beginning of warm ups each day and possibly on Friday during the dive meet.