

## Team Work Assignments for the 2017 VSA State Championships

Start times and initial reporting locations are listed.

All jobs finish at the end of the session(s) or until the job is finished after the session(s)

### Session 1 (Saturday AM) Job Assignments

		<u>Start Time</u>	<u>Start Location</u>
<b>Lane Wranglers</b>	<b>TEST (2), VST (2)</b>	start time 8:45	computer table
The job is to ensure that the younger swimmers are in their correct lanes in the correct heat order ready to swim for the 25s and initial 50s. One person monitors two lanes. (Timers are at the far end of the pool. Wranglers are at the start end.) This job is not continued through the lunch session.			
<b>Stairs Marshal</b>	<b>BENN</b>	start time 8:00	stairs at far end of deck
Monitors the safe use of the stairs to the balcony. Ensures swimmers dry off before using the stairs (the stairs are slippery when wet) and controls parents wanting to come down on deck. (timers only) This job is not continued through the lunch session.			
<b>Warm-Down Lanes Marshal</b>	<b>MMST</b>	start time 9:00	side of pool Lane 0
Monitors the safe use of the warm-down lanes during the meet. Ensures that swimmers keep moving and that there is no diving and no excessive splashing. This job is not continued through the lunch session.			
<b>Start End Door Traffic Control</b>	<b>MIDD</b>	start time 8:45	computer table
Help keep spectators off the deck and hold traffic behind the starter at the start of each race. This job is not continued through the lunch session.			
<b>Starting Area Traffic Control</b>	<b>TRI</b>	start time 8:50	computer table
Helps control traffic behind the starter at the start of each race. Not needed during lunch session.			
<b>Heat Ribbons</b>	<b>EDGE</b>	start time 8:40	computer table
Hands out ribbons to the Heat Winners as the races finish. Not needed during lunch session.			
<b>Runner</b>	<b>BTC</b>	start time 8:50	computer table
Pick up timing sheets at the end of every event. Not needed during lunch sessions.			
<b>Poster</b>	<b>BCC</b>	start time 8:50	computer table
Posts results. Check locker rooms. Might continue through lunch session catching up from morning.			
<b>Awards (2 at least)</b>	<b>STA (2)</b>	start time 9:30	computer table
Labels and sorts the ribbons and medals during the meet. Might continue through lunch session.			
<b>Timing Console</b>	<b>WST</b>	start time 8:30	computer table
Operates the Timing system console. Some experience is desired but not required. Refresher training will be provided. Must pay attention to every heat. Not needed through the Sat lunch session.			
<b>Mary's Minion</b>	<b>RUT</b>	start time 9:00	computer table
Hang out at the computer table and run deck errands for the Meet Director and Referee.			
<b>Indoor Clean-up</b>		start time as afternoon session is finishing	
Distribute empty bags, pick up locker rooms, bleachers, and the pool deck after afternoon sessions.			
<b>Outdoor Clean-up</b>	<b>EDGE</b>	start time as session is finishing	
Bag trash throughout session, distribute empty bags and clean up grassy area after end of afternoon session.			
<b>Pool Set Up – Friday</b>	<b>QST (1)</b>	6:00ish Friday evening	
Help with pool set-up including posting of sheets, setting up clipboards and files, etc.			
<b>Timing</b>	<b>see page 3</b>		

## Non-Lane Timing Job Assignments - continued

See page 1 for job descriptions, see page 3 for timing assignments

### Session 3 Job Assignments (Saturday Afternoon) start (report in) time/location

Stairs Marshal	<b>TRI</b>	12:45	stairs at far end of deck
Warm-Down Lanes	<b>CRVS</b>	1:45	side of pool lane 0
Start End Doors	<b>WAT</b>	1:30	computer table
Starting Area	<b>QST</b>	1:30	computer table
Heat Winner Ribbons	<b>BCC</b>	1:30	computer table
Runner	<b>STS</b>	1:30	computer table
Poster	<b>EDGE</b>	1:30	computer table
Awards (2)	<b>BTC (2)</b>	2:00	computer table
Timing Console	<b>TEST</b>	1:15	computer table
Mary's Minion	<b>MIDD</b>	1:45	computer table
Indoor Clean-up	<b>BST</b>	end of session	
Outdoor Clean-up	<b>WST</b>	including end of session	
Timing		see page 3	

### Session 4 (Sunday Morning) \*Jobs with \* include 200 Frees lunch session as well

Lane Wranglers	<b>BCC (2), STA (2)</b>	8:45	start end
Stairs Marshal	<b>EDGE</b>	8:00	stairs at far end of deck
Warm-Down Lanes	<b>WAT</b>	9:00	side of pool lane 0
Start End Doors	<b>STS</b>	8:45	computer table
Starting Area	<b>TEST</b>	8:50	computer table
Heat Ribbons * + 200s	<b>BST</b>	8:40	computer table
Runner	<b>TKS</b>	8:50	computer table
Poster * + 200s	<b>WST</b>	8:45	computer table
Awards * + 200s (2)	<b>EDGE (2)</b>	9:15	computer table
Timing Console *	<b>TEST</b>	8:30	computer table
Mary's Minion	<b>WIN</b>	9:00	computer table
Outdoor Clean-up	<b>VST</b>	end of session	
Timing		see page 3	

### Session 6 (Sunday Afternoon)

Stairs Marshal	<b>WIN</b>	1:00	stairs at far end of deck
Warm-Down Lanes	<b>BST</b>	2:15	side of pool lane 0
Start End Doors	<b>EDGE</b>	1:50	computer table
Starting Area	<b>TKS</b>	1:50	computer table
Heat ribbons	<b>TRI</b>	1:50	computer table
Runner	<b>BENN</b>	1:50	computer table
Poster	<b>RUT</b>	1:50	computer table
Awards (2)	<b>TEST (2)</b>	2:15	computer table
Timing Console	<b>RUT</b>	1:30	computer table
Mary' Minion	<b>VST</b>	2:15	computer table
Indoor Clean-up	<b>CRVS</b>	end of session	
Outdoor Clean-up	<b>EDGE</b>	end of session	
Timing		see page 3	

Weekend jobs: Hospitality **EDGE**, Programs T-Shirts **Champlain Valley League**

## Timing Assignments – All Sessions

### Sessions 1 & 2 (Saturday Morning) \*\*\*

Timers meeting behind Lane 1 at 8:40

Back-up Timers: BENN, RUT

Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8	Lane 9	Lane 10
BCC	BST	EDGE	CRVS	STS	TEST	TRI	WAT
BCC	BTC	EDGE	QST	TKS	TEST	VST	WIN

### Session 2 (500 Frees) Teams provide their own timers for their swimmers (2 timers per lane)

RUT to provide one backup timer

A coach can be a timer behind the blocks

### Session 3 (Saturday Afternoon)

Timers meeting behind Lane 1 at 1:25

Back-up Timers: BST, MIDD

Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8	Lane 9	Lane 10
BENN	BCC	EDGE	RUT	STA	TEST	WIN	VST
TKS	BCC	EDGE	RUT	STA	TEST	WST	VST

### Sessions 4 & 5 (Sunday Morning AND Sunday Lunch) \*\*\* Each team is responsible for covering these timing assignments for both the morning and lunch sessions.

Timers meeting behind Lane 1 at 8:40 and 11:45

Back-up Timers: CRVS, STA

Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8	Lane 9	Lane 10
RUT	VST	EDGE	BCC	BST	TEST	TRI	BTC
RUT	WST	EDGE	BENN	TKS	TEST	TRI	BTC

### Session 6 (Sunday Afternoon)

Timers meeting behind Lane 1 at 1:40

Back-up Timers: STS, VST

Lane 3	Lane 4	Lane 5	Lane 6	Lane 7	Lane 8	Lane 9	Lane 10
BST	STA	EDGE	MIDD	BTC	TEST	BCC	TRI
WST	STA	EDGE	WAT	BTC	TEST	BCC	TRI

Timers must report in the room behind lane 1 for the timers' meeting 20 minutes before the start of each session

#### Reminder of Team Initials and Names

BCC	Burlington Country Club	MMST	Montpelier Swim Team	TKS	Killington Sharks
BENN	Bennington Marauders	QST	Quechee Swim Team	TRI	Manchester Tritons
BST	Brattleboro Swim Team	ROCK	Rockingham Swim Team	VST	Vergennes Swim Team
BTC	Burlington Tennis Club	RUT	Rutland Swim Team	WAT	Waterbury Rapids
CRVS	Conn River (Springfield)	STA	Saint Albans Sharks	WIN	Winooski Swim Team
EDGE	Edge Swim Team	STS	Stowe Swimmers	WST	Woodstock Swim Team
MIDD	Middlebury Aquatic Club	TEST	Towne of Essex		

\*\*\* If your team switches parents timing during a morning session, please wait to switch until all the 25s are completed.