

Clerk of Course

Hamilton has been assigned lead responsibility of the Clerk of Course for 2023/24. They have an experienced core group of workers that will make the function run smoothly with help of the great volunteers being sent by your club. Workers need to report to the Clerk of Course 45 minutes prior to the start of each session to assist with paperwork and set-up duties. Each Club is responsible for providing workers for the entire session. See breakdown on City Meet Team Assignments Page. Workers should report to the Head of Clerk of Course. Clerk of course is the most critical area for running City Meet. The work can be hard, but it is rewarding. Please send volunteers who fully understand that they will be WORKING. **Please send us your best and brightest** people to work in Clerk of Course. Thanks!

Security / Locker Rooms

See 2023 Team Assignments.

Purpose: Volunteer monitors are needed to assist with controlling activities in the locker rooms as well as access to the pool deck area.

Volunteers needed: There are four (4) volunteers needed **per session**

Position 1 (Male) monitors activities and deck access from the competition pool.

Position 2 (Female) monitors activities and deck access from the competition pool.

Position 3 (Male) monitors activities and deck access from the training pool.

Position 4 (Female) monitors activities and deck access from the training pool.

Access to the pool deck is restricted to swimmers, properly marked meet officials / volunteers, coaches, and CSA executive committee members.

Shifts: Volunteers should be in place at the end of warm ups for each session (see Master Schedule for warm up end times) and remain on duty until the end of the session. Please see Kathy Caviness for security vest

***Coaches (1) are permitted to assist an 8&U swimmer behind the blocks if necessary. And will be responsible for 6& Under relay place during the Thursday Session.

Pool Monitors

See 2023 Team Assignments.

Two (2) volunteers Volunteer monitors are needed to assist with monitoring the pool area as well as access to the pool deck area. Volunteers should be in place before each session begins. The volunteers will make sure that the swimmers using the warmup pools are following the guidelines and rules given for safety purposes..

DROP OFF LANE CONTROL

See 2023 Team Assignments. ACC Hall of Champions Drop Off Lanes.

Two (2) volunteers will manage the swimmer drop off area between the GAC and the ACC Hall of Champions. Volunteers should be in place at the swimmer drop off area 30 minutes **before** the warm-ups begin for each session. The volunteers manage the traffic flow (act as traffic cops) through drop off lanes. They also maintain the integrity of the barricades set up for the drop off lanes. The Assistant Meet Director will dismiss these workers before the competition begins.

Safety of swimmers is of the highest importance! Please assist swimmers who will be passing in front of vehicles that are parked for drop off. Two (2) volunteers are needed at each of the times listed below. Report to the Assistant Meet Director to pick up vests and last minute instructions.