

Parks Ski Team

Volunteer Responsibilities

WJR Parent Volunteer Tasks:

- **Starter:** Tells racers when to go. Communicates bib number to timer.
- **Assistant Starter:** Lines up the races in the correct run order.
- **Timer:** Make sure timing equipment is ready and communicates times to results keeper.
- **Assistant Timer:** Assist timer and results keeper.
- **Results Keeper:** Enter official results
- **Scoreboard Relay:** Communicate results to scoreboard people
- **Finish Referee:** Make sure racers finish correctly
- **Gate Keeper:** Makes sure racers negotiate through the gates correctly.
- **Load trailer & Inventory:** Load the WJR trailer and inventory items
- **Scoreboard:** Record unofficial results on scoreboard
- **Results Announcer:** Announce racers and race times.

Race Day Setup Tasks:

- **B-Netting:** Take to the finish areas. Coaches will set it up but they will need your assistance.
- **Tent:** Setup on the J5-6 course as close to the wood fencing as possible. Use 4 screw-in gates to secure each tent post. Use duck tape or ski straps for securing tent post to screw-in gate.
- **Table:** Haul to the Tent and setup for timers.
- **Chairs:** Find 2 chairs for the timers, place in tent. (Ask Sunburst or take from Yurt)
- **Yellow Pads:** Place 2 at both finish lines. Coaches will set them up. They protect the timing equipment.
- **Buckets:** Make sure each bucket has a DQ cards and a working pencil. Place buckets evenly from top to bottom under chair lift. Each team should have 2 buckets one for J5-6 Course and the other for J1-4 Course (ten buckets in total).
- **Gates:** Coaches typically take care of getting gates to the top. Offer to help carry them as they set the course.
- **Panels for Gates:** Haul to the top and attach to gates as coaches set the course. Sponsors are a Power Company and Russ Darrow. Put the Power Company on one course and Russ Darrow on the other.
- **Open/Close Inspection Signs:** Haul the 2 signs up to the start areas. One on each side.
- **Scoreboards:** Duck tape or staple in the results area.
- **Misc:** Haul a shovel and a rake to the starting area and the finish areas; ask coaches if additional assistance is needed.

Race Day Tear-Down Tasks:

- **B-Netting:** take down, roll-up and return to trailer.
- **Tent:** Take down, pack up and return to trailer.
- **Table:** Return to trailer.
- **Chairs:** Return 2 chairs from tent. Place in Yurt if you don't know where they came from.
- **Yellow Pads:** Return to trailer
- **Scoreboards:** Roll up and return to trailer
- **Buckets:** Return to trailer
- **Gates and Bamboo:** Return to Trailer
- **Panels for Gates:** Return to trailer
- **Open/Close Inspection Signs:** Return to trailer
- **Misc:** Return rakes, shovels, hammers, basically everything to the trailer. If in question ask a coach.

Race Day Preparation:

- **Scoreboards:** Remove from trailer ahead of time. The results from the previous race need to be erased off. Best done in comfort of home with warm dish soap. On race day duck tape or staple in the results area. Make sure we have dry erase markers, duck tape and/or staple gun.
- **Parks Race Day Fact Sheet:** Make sure race day fact sheet is reviewed with coaches and Steve Voss. WJR rep should coordinate.
- **Volunteer Schedule:** Print copies for the coaches. They will use at the course workers meeting. WJR rep should coordinate. (2 Copies)
- **Race Jury Schedule:** Make sure we have copy for J1-4 coach, a copy for the J5-6 coaches, and the timers on each side should have a copy. (4 Copies). WJR rep should coordinate.
- **Volunteer Rep:** Have one parent for each worker group represent Parks at the course worker meeting. If we are missing someone they will need to track down someone else.